

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

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## Members Present

Althea Salas  
Andy Berg  
Annie Taamilo  
Carmencita Trapse  
Carlos Turner Cortez

Ed Hidalgo  
John Ohanian  
Ky Lewis  
Mark Cafferty  
Marlene Taylor

Matt Kriz  
Nick Macchione  
Omar Passons  
Phil Blair

## Members Absent

Eric Robles  
Erik Caldwell  
Lee Goodman  
Krista Torquato

Marco Ortiz  
Mitch Mitchell  
Patrick Knighton  
Patrick Lloyd

Richard Barrera  
Steve Redding  
Sunita Cooke  
Tom Lemmon

**Location:** 2-1-1 San Diego

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 Marlene Taylor, at 8:16a, with a quorum.

## **Non-Agenda Public Comment**

None

## **Presentations**

- Board Member Spotlight – John Ohanian, President & CEO, 2-1-1 San Diego
- Program Participant – Eugene Beronilla

Eugene shared what it was like to look for work when you have been unemployed for more than six months. He is now employed by UCSD. Eugene suggested some activities the America's Job Center of California network could offer long-term unemployed participants.

## **DISCUSSION**

Board members discussed recruiters' challenges with looking past gaps in employment and SDWP's role in helping to shift the paradigm.

- Contract Management and Program Performance Overview – Andy Hall

Andy reviewed SDWP's contract management and program performance processes.

Contract management process:

Performance goals are negotiated at the federal, state and local level and with our contractors. SDWP sets performance measures with contractors at a higher level than the state negotiated numbers.

Step 1 – Training is provided for providers to ensure that contractors are successful.

Step 2 – Contractor performance reports are received and reviewed quarterly.

Step 3 – SDWP has a third party monitor and audit the contracts.

Non-performing contract management process:

SDWP works to ensure the success of our contractors. If a contractor is not meeting performance goals, we take steps to help them bring their performance up.

- If a provider is not meeting one or more performance measures for a completed quarter, they are given a warning letter.
- If a provider does not meet a measure for two consecutive quarters, they will be placed on corrective action.
- Providers on corrective action must submit a corrective action plan, attend additional training by SDWP staff, and submit monthly reports on progress against their corrective action plan to address outcomes.
- If a provider is underperforming for three consecutive quarters without measurable improvements, SDWP may recommend discontinuation of contract and/or de-obligation of funds.

**DISCUSSION**

The Board had questions regarding the role the committees play in monitoring performance and how contracts and performance is negotiated. Staff reviewed these processes.

In-house development is underway to provide better reporting.

**The following items were approved:**

1-09/15/2016 – Item 1

**Minutes of the July 21, 2016 WDB Meeting**

*Motion, Second, Carried Unanimously (Berg/Kriz)*

2-09/15/2016 - Item 2

**Contract Action: The WorkPlace**

Recommend approval 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.

*Motion, Second, Carried Unanimously (Blair/Passons)*

## **DISCUSSION**

Board asked why the contractor failed to perform and what would be done with the remainder of contract funds.

Staff reviewed the combination of factors that led to underperformance. The funds will be reallocated/obligated to the AJCC contractors and Imperial County WDB.

The recommendation captures the Board's request that the obligation of funds be added to the recommendation.

3-09/15/2016 - Item 3

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

Recommend approval to discontinue Urban League's contract.

*Motion, Second, Carried Unanimously (Berg/Passons)*

*Abstained from voting – Phil Blair, Carlos Turner Cortez, Nick Macchione*

### **Public Comment**

Ian Gordon, Youth Council – Spoke in opposition to Agenda Item #3.

Sandy McBrayer, Youth Council – Spoke in opposition to Agenda Item #3.

Jared Aaker, Youth Council – Spoke in opposition to Agenda Item #3.

## **DISCUSSION**

Board discussed Urban League's contract and questioned what would happen to the youth currently served under this contract. Staff clarified that SDWP and its partners will take steps to ensure all youth currently served under this contract will have the opportunity to continue to receive services through other providers.

The recommendation captures the Board's motion to discontinue Urban League's contract as soon as administratively feasible or to be determined by SDWP staff.

4-09/15/2016 - Item 4

### **Contract Action: Turning the Hearts Center**

Recommend approval to discontinue the contract eight months early, effective November 1, 2016.

*Motion, Second, Carried Unanimously (Lewis/Macchione)*

*Abstention: Carlos Turner Cortez*

## **Adjournment**

The meeting was adjourned at 9:45a