Policy Board Agenda

Date: Monday, March 08, 2021
Time: 1—2:00pm
Place: https://us02web.zoom.us/j/89228164523
Passcode: 278766

Action Items:

  Item 1: 2021 Policy Board Chair & Vice Chair Selection

  Item 2: Minutes of the December 11, 2020 Meeting

Information Item:

  Item 3: Workforce Development Board (WDB) Chair

Action Items:

  Item 4: Membership Nomination – Taylor Eubanks

  Item 5: Membership Nomination – Dr. Matt Doyle

  Item 6: Membership Nomination – Dr. Danene Brown

  Item 7: WIOA Youth RFP

Information Items:

  Item 8: CEO & Staff Report

  Item 9: Board Meeting Calendar

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: 2021 Policy Board Chair & Vice Chair Selection

ACTION ITEM – VOTE REQUIRED

RECOMMENDATION:

Select (1) a Chair representing the City of San Diego City Council and (2) a Vice Chair representing the County of San Diego Board of Supervisors for 2021.

Background
Per the Joint Powers Agreement (JPA) that outlines the roles and governance of the Policy Board, that the Chair of the Policy Board rotates annually between a member representing the County of San Diego’s Board of Supervisors and a member representing the City of San Diego City Council.

In 2020, Supervisor Greg Cox served as Chair and Councilmember Montgomery Steppe served as Vice Chair.
Item 2: Minutes of the December 11, 2020 Meeting

ACTION ITEM – VOTE REQUIRED

Members Present
Greg Cox, San Diego County Supervisor, District 1 (Chair)
Monica Montgomery Steppe, Councilmember, City of San Diego, District 4 (Vice Chair)
Jacob Richards, Board Member, United Way of San Diego County

Legal Counsel Present
David Powell, Deputy City Attorney, City of San Diego
David Smith, Chief Deputy County Counsel, County of San Diego

Staff Present
Peter Callstrom, President & CEO
Andy Hall, Chief Impact Officer
Andrew Picard, Chief Programs Officer

Location
Via Zoom

Per Executive Order N-25-20, the requirement to which members of the public shall have the right to observe & offer public comment at the public meeting, consistent with the Brown Act, has been suspended.

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 Cox at 3:00pm, with a quorum present.

Non-Agenda Public Comment

None

Councilmember Montgomery requested the items of the consent agenda be pulled for discussion. Chairman Cox agreed the items should be voted on individually. The LiveWell Co-Location discussion was moved from item 4, listed in the agenda, to item 1 to accommodate discussion participants’ schedules.

Information Item

Item 1 LiveWell Co-Location

Supervisor Cox noted at the October Policy Board meeting there was a discussion about the possibilities of accommodating a Workforce Partnership Career Center at the Southeast LiveWell Center, and there have been further discussions of a partnership with the Escondido LiveWell Center. Peter thanked Supervisor Cox for bringing the issue forward, adding that he and HHSA Director Nick Macchione go back several years with discussions on collocating, as well as partnering in meaningful ways. Peter and Nick Macchione, county HHSA Director, had a great call last week discussing this topic further and SDWP is very excited what this project
could mean for serving San Diego’s residents. Nick explained that this partnership dates to the LiveWell San Diego strategy, and that the LiveWell centers and SDWP have a kindred mission. Furthermore, this partnership is intended to be a county-wide approach throughout the various LiveWell Centers. Nick added that employment should be thought of as a continuum as individuals that graduate from the Welfare-to-Work Program may continue their career enhancement through working with SDWP. Nick overviewed next steps as SDWP’s Oceanside Career Center will be located in the Oceanside LiveWell Center by Q1 of 2021, along with planning for a co-location in Escondido. Additionally, in the upcoming year HHSA and SDWP will work to determine space and opportunities and HHSA CalWorks provider will move into SDWP’s Metro Career Center. Nick added that the Oxford, Chula Vista. and East County LiveWell Centers are also being considered to provide wrap-around employment support in partnership with SDWP.

Peter thanked Nick, Rick Wanne, and Andrew for their work on this partnership. He added that collocating will be much easier on customers, who will have simplified offerings of services rather than the need to frequent multiple locations. Rick agreed, adding that the main opportunity here is the synergy of bringing programs together for customers. He noted that oftentimes CalWorks participants are families receiving employment and case management support, and they are also eligible for services provided by the Workforce Partnership and potentially EDD. Bringing the three entities together in a LiveWell center with the communication, data-sharing, and cross-collaboration potential is a unique asset to the community. He added this is a great opportunity to synthesize service delivery and increase the efficiency of supporting families in San Diego. Andrew expressed his thanks and appreciation for Nick and Rick and their vision of centering the customer experience around achieving the biggest impact. Andrew added that the Oceanside Career Center move to a LiveWell center accounts for $500k in cost savings that are reinvested into training programs and directly funding customers. He added that SDWP is excited to keep the momentum going. G. Cox added that the partnership is a no-brainer as it allows the county and SDWP to save money, provide better services, and allows for collaboration.

M. Montgomery Steppe thanked everyone for the presentation and asked what the data and information sharing process will entail. Nick answered that the data will focus on the services being provided and how the center is measurably helping them. Peter added that being in the same space will allow data to be more accessible and helpful for customers. Andrew said the data piece is instrumental in this partnership performing team-based case management. SDWP has data on employment, wages, wage growth and are happy to share with partners. Andrew continued that more importantly, SDWP will be able to utilize the data to know how and when employment is the most effective intervention for a customer. He continued that SDWP has run homeless pilot programs in the past where a job may not be the first order of priority, and perhaps it is connections to behavioral health services that should be made first. Unlocking and deepening this partnership thorough data and CIE will allow SDWP, the County, and other LiveWell partners to perform effective team-based case management. M. Montgomery Steppe thanked Andrew, and added that if she continues to serve on the Policy Board next year, she would like to see how SDWP is interfacing with CIE. This includes the outcomes thus far, what information is collected, and how SDWP contributes to that continuum of service.
Action Items

Item 2

Minutes of the October 30, 2020 Meeting

Motion: Board approves the meeting minutes.

Moved (J. Richards), Seconded (M. Montgomery Steppe), N. Sasaki abstained

Item 3

CEO Annual Review

G. Cox stated that the agenda included a recommendation and report for the CEO annual review by WDB chair, Sammy Totah. He added that the review also included a recommendation for a compensation increase for the coming year. Sam reaffirmed the great work done by Peter and the team, as outlined in the review. M. Montgomery Steppe asked why the JPC was not formed. She noted the difficult times currently but asked if there was a logistical reason why the JPC could not meet via Zoom. She added that the committee is part of the agreement SDWP has with the city and county, and she is having trouble with this agenda item not on the merit, but more so as a part of a process. Peter answered that the JPC would have been formed in the Spring, when COVID began, and it was a logistical challenge giving the crisis we were facing. In June the board approved the review with no compensation increase due to SDWP’s self-implemented wage freeze. He added that given the constraints and pressures, that for year alone the board can perhaps waive the step of the JPC in the review process. Peter continued that next year the process will continue and the JPC will be formed in the Spring, as the review cycle will begin in June. Peter also spoke to both city and county council in attendance at the meeting and addressed the concern with them. They concurred that the Policy Board can waive this step in this unusual year. G. Cox added that given the fact that the merit increase for Peter would be the same as those for the other employees, he approves of the recommendation. J. Richards noted he had been a part of the JPC in the past, and believes Peter’s explanation makes sense with the challenges of this year, and is supportive of approving the review.

Motion: Board approves the CEO annual review.

Moved (J. Richards), Seconded (G. Cox), M. Montgomery Steppe voted no.

Item 4

Membership Nomination

Peter described Carol as a very impressive candidate that would add tremendous value to the board. He also provided an update on membership, and the retirements of Dr. Nabil Abudayeh, of Grossmont College, and Sandra Shuda, of Watkins Wellness. Peter added that SDWP looks forward to growing and diversifying the board, as has been the focus in the past year.

Motion: Board approves the nomination.

Moved (M. Montgomery Steppe), Seconded (J. Richards), Carried unanimously
Information Item

Item 5

CEO & Staff Report

Andy updated the board on the work of the Racial Justice Work Group, including a review of SDWP’s core values and addition of new core values of equity and inclusion. SDWP staff were asked to provide feedback of the new values which will be an aspect of future performance reviews. Additionally, the working group has discussed a bylaws change to add DEI as a standing committee. This action will signal internally and to the community that DEI is a core responsibility of the organization. The recommendations of the work group will be up for consideration before the WDB in February. Racial Justice Work Group chair Ricky Shabazz commended SDWP for leading this effort to apply DEI into practice. He added there are a number of efforts to engage opportunity youth and workers from communities most impacted by COVID, so it can be ensured that the agency and its contracts are as inclusive as possible. Ricky also added that work is also being done in inclusive hiring practices at SDWP, including intentionality in the working of job descriptions, announcements, and evaluations. Ricky noted that SDWP’s DEI work is an opportunity to be a beacon for other Workforce Boards and local organizations and agencies that may want to partner with SDWP to implement similar strategies. Peter thanked Ricky and all involved on the committee for their engagement and leadership on this work.

Peter discussed the past year, and despite historic challenges, SDWP has shifted to online services, brought in more resources, and the organization is stronger than ever. He thanked staff and the board for helping SDWP have a very good year, despite the challenges. Peter overviewed the SDWP’s aggressive work to gain support beyond the standard DOL funding that finances all Workforce Boards throughout the country. He expressed how proud he is of the team to be able to make advances of $10M in new resources.

Peter awarded G. Cox with SDWP’s Workforce Development Champion Lifetime Achievement award. He thanked G. Cox for his service with SDWP and the region over decades. Peter emphasized the Supervisor’s support and leadership in allowing SDWP to be creative in serving the community. G. Cox added that he has been on and off SDWP’s Policy Board over the past 26 years and was honored to be on the board when they hired Peter Callstrom, noting that it was a difficult time as the SDWP had a deficit of $250K and many other challenges. Over the last 8.5 years under Peter’s leadership, SDWP recovered and grew much stronger and now has a $500K reserve and is seen as the leading workforce board in the country. G. Cox is very proud of what the team has accomplished and thanked SDWP for the opportunity to work together. John Ohanian expressed his admiration for G. Cox’s great and exemplarily leadership. M. Montgomery thanked the Supervisor for the example he has set, thanked him for the opportunity to work together, and added that his wisdom will be missed. A. Hall thanked the Supervisor and thanked him for his strong and humble leadership as a great model of public service leadership.

Adjournment: The meeting was adjourned at 3:48 pm
Item 3: Workforce Development Board (WDB) Chair

INFORMATION ITEM

Dr. Sammy Totah is the current WDB Chair. He will provide a brief update on the work of the WDB.

BACKGROUND

Dr. Totah has been with Kaiser Permanente for over 25 years. In 2013, Dr. Totah was hired as the Chief Operating Officer for the San Diego Medical Center to oversee operations for two hospitals in San Diego. Most recently, Dr. Totah oversaw the planning, staffing and opening of Kaiser Permanente’s new San Diego Medical Center in Kearny Mesa. For the majority of his career, he served in multiple management and leadership roles in Pharmacy across the Kaiser Permanente Southern California Region including various Pharmacy Manager roles at both the Los Angeles and San Diego Medical Center Areas, as a Pharmacy Services Manager in both San Diego and Regional Pharmacy Operations, and as a Consultant Pharmacist for the Pharmacy Performance Improvement Program. Prior to 2013, Dr. Totah served as the Area Pharmacy Leader overseeing all aspects of Kaiser Permanente’s pharmacy services in the San Diego market which currently serves over 600,000 members, or 1 in 5 San Diegans.

Sammy received his B.S. degree in Biology from Loyola Marymount University, and graduated with a Doctor of Pharmacy degree from the University of California, San Francisco. (He was one of the original UCSF students to come through UCSD for his 4th year experiential pharmacy training). He completed a Pharmacy Residency Program at Kaiser Permanente – Los Angeles, and completed the Executive Leadership Program at the Harvard Business School in 2015.
Item 4: Membership Nomination – Taylor Eubanks

**ACTION ITEM – VOTE REQUIRED**

Policy Board to approve the following board prospect:

Name: **Taylor Eubanks**, Recruiting Sourcer  
Employer: Tesla  
Seat: Private Sector

Taylor Eubanks is a Workforce Development professional with Tesla bringing 6 years of diverse HR and recruiting experience. Taylor is currently working on her MBA in Human Resources and Recruiting at Ottawa University where she previously worked as an athletic recruiting coordinator. Her areas of subject matter expertise include recruiting, HR compliance and workforce development. Taylor is a member of AABE (American Association of Blacks in Energy), NAWIC (National Association of Women in Construction) and SHRM (Society for Human Resource Management). As a native Kansan Taylor is eager to bring her mid-west work ethic and can-do attitude to San Diego Workforce Partnership. She is interested in joining San Diego Workforce Partnership board for the opportunity to sit among likeminded professionals. Taylor believes that the thorough utilization of Workforce Development resources removes economic barriers for job seekers in the form of targeted exposure resulting in meaningful employment. She sees so much opportunity associated with Workforce Development and is eager to share that with the board.
Item 5: Membership Nomination – Dr. Matt Doyle

**ACTION ITEM – VOTE REQUIRED**

Policy Board to approve the following board prospect:

Name: **Dr. Matthew Doyle**, Superintendent
Employer: Vista Unified School District
Seat: Adult Education & Literacy

Dr. Matthew Doyle is the Superintendent of the Vista Unified School District, and also serves as the Executive Director of the International Center for Educational Research (iCERP) - a global space promoting intersectionality of thought and focus on the lifelong learner. He holds a doctorate in education leadership. Dr. Doyle is responsible for leading the design and implementation of the district strategic plan, the Blueprint for Educational Excellence and Innovation, in response to State of California LCAP funding provisions. Dr. Doyle’s primary focus is to create the conditions for transforming a traditional educational organization into a scalable, sustainable personal learning environment. The Personal Learning Challenge project won the Golden Bell Award from the California School Boards Association. Dr. Doyle has spent 31 years in education as a teacher, site administrator, district administrator and county administrator. Dr. Doyle has extensive experience supporting English language learners and students with special needs. His current area of strategic interest is the design and development of a learning ecosystem including prenatal to grade three systems, learning zones and building a career superhighway - an uninterrupted career development pathway for students to discover their strengths and interests and transform them into talent capital that aligns to the demands of the global marketplace. Dr. Doyle lives in Vista, California with his wife Alejandra and three sons Matthew, Alexander, and John.
Item 6: Membership Nomination – Dr. Danene Brown

**ACTION ITEM – VOTE REQUIRED**

Policy Board to approve the following board prospect:

Name: Dr. Danene Brown, Regional Consortium Chair  
Employer: San Diego & Imperial Counties Community Colleges  
Seat: Higher Education

Dr. Danene Brown is the Regional Consortium Chair for the San Diego & Imperial Counties Community Colleges. She represents the Career Education programs at the 10 regional community colleges: Cuyamaca College, Grossmont College, Imperial Valley College, MiraCosta College, Palomar College, San Diego City College, San Diego Continuing Education, San Diego Mesa College, San Diego Miramar College, and Southwestern College. Dr. Brown has over 25 years of experience working in the California Community College system spanning multiple San Diego community colleges. During her career, she has served in various administrative positions overseeing workforce development and career education programs. Her positions included: Dean of the School of Business & Technology, Instructional Dean of Arts, Humanities & Social Sciences, Interim Dean of the School of Social & Behavior Science and Multicultural Studies, and Associate Dean of Teacher Education & International Education. In addition to these roles, Dr. Brown has served as the Chair for the San Diego & Imperial Counties Community Colleges’ Workforce Development Council and has participated in the planning and implementation of the State’s Strong Workforce Program initiative, which has created an infrastructure to support Career programs to better serve students at the local and regional levels. She has collaborated with regional Economic Development Corporations, K-12 schools, and the Offices of Education for San Diego and Imperial Counties to develop and implement workforce development programs. D. Brown has a doctorate in Leadership Studies from University of San Diego, a Masters of Education from Virginia Polytechnic Institute and State University, and a Bachelor of Arts in Business Administration from California State University, Fullerton.
**Item 7: WIOA Youth RFP**

**ACTION ITEM – VOTE REQUIRED**

That the Policy Board approve the WDB’s recommendation for the results of the Request for Proposals (RFP) for youth and young adult (aged 16-24) workforce services, authorizing SDWP staff to enter contract negotiations with the following winners of the RFP evaluation process. Contract terms will be for one year, with the option to renew for three additional one-year periods.

<table>
<thead>
<tr>
<th>Category</th>
<th>RFP Winner</th>
<th>Funding (estimate)</th>
<th>Youth Served</th>
<th>Contract Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Youth Career Centers</td>
<td>Access, Inc</td>
<td>$1,900,000</td>
<td>485</td>
<td>June 1, 2021</td>
</tr>
<tr>
<td>Immigrant, Refugee and English Language Learners</td>
<td>San Diego Continuing Education Foundation</td>
<td>$600,000</td>
<td>114</td>
<td>July 1, 2021</td>
</tr>
<tr>
<td>Youth Experiencing Homelessness</td>
<td>San Diego Youth Services</td>
<td>$600,000</td>
<td>114</td>
<td>July 1, 2021</td>
</tr>
<tr>
<td>Justice Involved Youth</td>
<td>South Bay Community Services</td>
<td>$600,000</td>
<td>114</td>
<td>July 1, 2021</td>
</tr>
<tr>
<td>Black Opportunity Youth</td>
<td>No Provider Selected, Reissue RFP</td>
<td>$600,000</td>
<td>114</td>
<td>August 1, 2021</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$4,300,000</strong></td>
<td><strong>941</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Background:**
Selected providers will enter into contracts with SDWP to support youth with education and credential attainment, work readiness, work experience and job placements. Specifically, they assess each youth who enters the program to identify which “track” is most suitable for their current education, skills and experience and work with them to set goals and achieve them. Providers are evaluated by federal Youth performance measures established by the Workforce Innovation and Opportunity Act (WIOA).

- Enrollments
- Placements in employment, education, or training
- Median Earnings
- Credential Attainment
- Measurable Skills Gain
- Effectiveness in Serving Employers

**RFP Planning and Development Process:**
- Apr 2020: WDB established Board Working Group to develop RFP framework
- May 2020: SDWP hosted two virtual community town halls (136 attendees) and conducted two community surveys (youth and community members; 178 responses)
- June 18, 2020: WDB approved framework recommended by RFP Working Group
- Aug - Sept 2020: Nine workgroups developed RFP/design; each with two youth members
- Oct 15, 2020: Released RFP to SDWP list of over 10,000 contacts
- Oct 22, 2020: Hosted respondents orientation to review RFP and answer questions
- Dec 3, 2020: Proposals due
- Dec 20, 2020 – Jan 14, 2021: Evaluation panel reviewed written proposals
- Jan 25 – 29, 2021: Evaluation panel conducted interviews with qualified applicants
- Feb 18, 2021: Workforce Board unanimously approved recommendations
The Evaluation Panel and Scoring:
The panel was comprised of experts from local government, State entities, non-profits, career center partners and staff members from other local workforce development boards across the State.

Evaluators were selected based on expertise in workforce development and the local provision of youth services. Individuals with any potential or actual conflict of interest were excluded.

Two youth evaluators joined each evaluation panel as a paid work experience. Their input was invaluable in ensuring that the services we are recommending are relevant and accessible to youth in our community.

The evaluators were responsible for reviewing, scoring, and ranking proposals based upon the RFP criteria and outlined below.

Respondents who received a minimum of 145 points qualified for oral interviews.

<table>
<thead>
<tr>
<th>Proposal Section</th>
<th>Point Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Org Qualifications and Project Management</td>
<td>15</td>
</tr>
<tr>
<td>Past Performance</td>
<td>20</td>
</tr>
<tr>
<td>Solutions Profile</td>
<td>100</td>
</tr>
<tr>
<td>Project Budget and Required Staff Positions</td>
<td>30</td>
</tr>
<tr>
<td>Job Quality</td>
<td>20</td>
</tr>
<tr>
<td>Oral Interview</td>
<td>15</td>
</tr>
<tr>
<td>Total Possible Points</td>
<td>200</td>
</tr>
</tbody>
</table>

Overview of Evaluator’s Scores:
After meeting as a group to review proposals and oral interviews the scores were as follows:

<table>
<thead>
<tr>
<th>Youth Career Center</th>
<th>Avg. Written Score</th>
<th>Avg. Interview Score</th>
<th>Final Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Access, Inc</td>
<td>154</td>
<td>13</td>
<td>167</td>
</tr>
<tr>
<td>DB Grant Associates, Inc</td>
<td>146</td>
<td>13</td>
<td>159</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Immigrant, Refugee and English Language Learners</th>
<th>Avg. Written Score</th>
<th>Avg. Interview Score</th>
<th>Final Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>SDCE Foundation</td>
<td>161</td>
<td>13</td>
<td>174</td>
</tr>
<tr>
<td>Somali Bantu AA</td>
<td>145</td>
<td>10</td>
<td>155</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Youth Experiencing Homelessness</th>
<th>Avg. Written Score</th>
<th>Avg. Interview Score</th>
<th>Final Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>San Diego Youth Services</td>
<td>172</td>
<td>14</td>
<td>186</td>
</tr>
<tr>
<td>Interfaith Community Services</td>
<td>163</td>
<td>10</td>
<td>173</td>
</tr>
<tr>
<td>SDCE Foundation</td>
<td>152</td>
<td>N/A</td>
<td>152</td>
</tr>
<tr>
<td>Goodwill Industries of SD</td>
<td>138</td>
<td>N/A</td>
<td>138</td>
</tr>
</tbody>
</table>
### Justice-Involved Youth

<table>
<thead>
<tr>
<th>Respondent’s Org. Name</th>
<th>Avg. Written Score</th>
<th>Avg. Interview Score</th>
<th>Final Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>South Bay Cmty Services</td>
<td>161</td>
<td>14</td>
<td>175</td>
</tr>
<tr>
<td>San Diego Second Chance</td>
<td>156</td>
<td>14</td>
<td>170</td>
</tr>
<tr>
<td>SDCE Foundation</td>
<td>152</td>
<td>N/A</td>
<td>152</td>
</tr>
<tr>
<td>Goodwill Industries of SD</td>
<td>138</td>
<td>N/A</td>
<td>138</td>
</tr>
</tbody>
</table>

### Black Opportunity Youth

<table>
<thead>
<tr>
<th>Respondent’s Org. Name</th>
<th>Avg. Written Score</th>
<th>Avg. Interview Score</th>
<th>Final Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nile Sisters DVLP INIT</td>
<td>144</td>
<td>N/A</td>
<td>144</td>
</tr>
<tr>
<td>SDCE Foundation</td>
<td>135</td>
<td>N/A</td>
<td>135</td>
</tr>
<tr>
<td>SDSU Research Foundation</td>
<td>134</td>
<td>N/A</td>
<td>134</td>
</tr>
<tr>
<td>Metro Community Ministries</td>
<td>130</td>
<td>N/A</td>
<td>130</td>
</tr>
</tbody>
</table>

None of the Respondents to the Black Opportunity Youth procurement met the minimum score to advance to the Oral Interviews.

The panel of independent evaluators reported proposals lacked the following key components:

- Integrating Job Quality into program design
- Understanding outreach and recruitment of Black Opportunity youth
- Creating mentorship opportunities

SDWP will release a new RFP specifically for Black Opportunity Youth (by April 2021), revising it to emphasize the feedback we heard from our evaluators.

SDWP thanks all who scored the proposals, reading proposals, discussing scores with fellow panel members, and conducted oral interviews with finalists. A special thanks to those who bravely and articulately shared their own lived experiences to help shape the services and program delivery.
Item 8: CEO & Staff Report

INFORMATION ITEM – NO ACTION REQUIRED

Peter Callstrom and staff will provide updates on key activities and initiatives.
Item 9:  Board Meeting Calendar

BACKGROUND

In 2020, the Policy Board met at 3pm on Fridays – one week after the Workforce Development Board (WDB) meeting.

This meeting was adjusted to Monday, March 8 at 1pm in order to accommodate all members as three of the five members are new to the Board.

NEED

Board members discuss and determine the optimal day of week and time to meet for 2021.