

San Diego Workforce Partnership  
Consortium Policy Board  
Minutes of the February 25, 2022 Meeting

**Members Present**

Terra Lawson-Remer, San Diego County Supervisor, District 3 (Chair)  
Sean Elo-Rivera, Council President, City of San Diego, District 9 (Vice Chair)  
Joel Anderson, San Diego County Supervisor, District 2  
Monica Montgomery Steppe, Council President Pro Tem, City of San Diego, District 4  
Nancy Sasaki, CEO, 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  
Shaina Gross, VP of Client Services

**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 at 3:02pm, with a quorum present.

**Non-Agenda Public Comment**

None

**Action Items**

*Item 1*                    **Virtual Meeting Resolution**

Motion: Board approves the resolution.

*Moved (J. Anderson), Seconded (S. Elo-Rivera), Carried unanimously*

*Item 2*                    **2022 Policy Board Chair & Vice Chair Selection**

Motion: Board approves the nominations of Supervisor Terra Lawson-Remer for Chair, and Council President Sean Elo-Rivera for Vice Chair.

*Moved (N. Sasaki), Seconded (M. Montgomery Steppe), Carried unanimously*

Item 3

### **Minutes of the October 29, 2021 Meeting**

Motion: Board approves the meeting minutes.

*Moved (J. Anderson), Seconded (S. Elo-Rivera), Carried unanimously*

Items 3-7

### **Membership Nominations**

Peter overviewed the WDB nominees. He noted that upon approval WDB will have majority women board membership. S. Elo-Rivera asked for additional information on WDB demographics upon approval of the current nominee group. SDWP will provide additional demographic makeup at the next Policy Board meeting.

Motion: Board approves the meeting membership nominations.

*Moved (J. Anderson), Seconded (S. Elo-Rivera), Carried unanimously*

Item 8

### **Career Center Services Waiver**

Shaina and the RFP workgroup members presented the results of the Career Center Services RFP and recommendations. The workgroup proposed the career services function be provided directly by SDWP, requiring an administrative waiver from the State and approval by the Board. Workgroup members noted the thought and consideration that went into this redesign with a universal intake model, further efficacies, flexibility, and cost savings. Shaina also emphasized that SDWP staff capacity, structure, and skills have dramatically progressed and evolved since the last Career Center services procurement cycle. Peter and WDB Chair Sammy Totah reinforced SDWP's appreciation of KRA and thanked them for their partnership, flexibility, and service.

Knowlton R. Atterbeary, President & CEO of KRA Corporation, engaged in public comment thanking Peter, Sammy, and Shaina for the support they've given throughout the years. He described the partnership as a collaborative, strong, and innovative. He added that KRA is proud of all the accomplishments achieved with SDWP for the community.

M. Montgomery Steppe asked if the SDWP team had examples of cities similar to San Diego that are excelling with this type of model. Shaina replied that while SDWP is unique in managing a diversified funding portfolio, Anaheim and South Bay are examples of direct career center services. M. Montgomery Steppe also asked about the funding sources for the career centers. Shaina replied that most of the funding is WIOA, the EDD allocation SDWP receives through DOL funding. Shaina also noted that the universal intake process will be funded by non-WIOA dollars. M. Montgomery Steppe asked for comparable in-house services that SDWP provides. Shaina replied that the Sector Initiatives team specializes in direct services, recruitment, and case management. M. Montgomery Steppe thanked SDWP and the workgroup. She expressed some concern over the transition and asked for the implementation of accountability metrics and collaboration with local workforce

partners. Peter responded in the affirmative and noted that SDWP will have the same accountability measures as determined by EDD and the California Workforce Development Board. M. Montgomery Steppe would like to add local metrics to accountability measures.

S. Elo-Rivera asked about SDWP's confidence in staffing capacity. Shaina noted that part of SDWP's plan for the fiscal savings in this transition is to invest in better salaries and benefits. Most positions will begin June 1. S. Elo-Rivera asked if preventative measures could have taken place in the initial contracting phase before the necessity to pivot in this way. Shaina responded that the recommendation is not a direct result of anything that happened under the previous contract, but rather how SDWP has grown in the past decade, as well as SDWP's direct service experience, capacity, and capabilities.

N. Sasaki added that she recognizes and shares the same concerns around staffing, a current challenge for many employers. She also drew parallels between this proposal and 2-1-1 San Diego, one of the most effective 2-1-1's in the county. She applauded SDWP for taking on this challenge.

A transition plan and regular updates were asked for by M. Montgomery Steppe and affirmed by T. Lawson-Remer. SDWP will present the plan at the next meeting. Peter welcomed the amendment and thanked the Board for their engagement and questions.

Motion: Board approves the waiver contingent upon a transition plan and regular updates to the Policy Board.

*Moved (N. Sasaki), Seconded (M. Montgomery-Steppe), Carried unanimously*

*Item 9*

**Career Center Operator**

Shaina overviewed the recommendation of DB Grant Associates to serve as the Career Center operator from April 1, 2022 to June 30, 2023. The contractor will be responsible for facilities management, upkeep, security, recruiting co-located partners, and fostering communication between those partners for referral purposes.

Motion: Board approves the contract.

*Moved (J. Anderson), Seconded (S. Elo-Rivera), Carried unanimously*

**Report Item**

*Item 10*

**CEO & Staff Report**

Peter highlighted 4 new grants supporting SDWP's Sector Initiatives work from the JPMorgan Chase Foundation, Health Net, SDGE, and the Union Bank Foundation. These funds augment the public dollar and allows SDWP's work to stretch into new

directions. Peter also overviewed the organization’s private sector and philanthropic partners over the past 10 years. He credited the team for cultivating these partnerships. SDWP applied for the Good Jobs Challenge, if approved SDWP will receive \$25M over the span of 5 years to serve our region.

**Adjournment:** The meeting was adjourned at 3:56 pm

**Next Meeting:** Currently scheduled for Friday, April 29, 2022 at 3:00pm