Workforce Development Board (WDB) – Executive Committee

Date: Monday, January 30, 2023
Time: 12:00 pm
Place: In person & via Zoom
9246 Lightwave Ave, Suite 210, San Diego, CA 92123
https://workforce-org.zoom.us/j/85735062126

WELCOME
Rick Vaccari – Chair
- Call the meeting to order
- Non-agenda public comment

OPEN SESSION AGENDA ITEMS:
Item #1: Virtual Meeting Resolution
Item #2: Minutes of November 11, 2022 Meeting
Item #3: Financial Review
Item #4: February 16th WDB Agenda Review

CLOSED SESSION AGENDA ITEM:
Item #5: Conference with Legal Counsel - Anticipated Litigation.
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: (one or more related cases)

ADJOURNMENT

PUBLIC COMMENT: Members of the public may address the committee on issues on this agenda (three minutes per subject) and/or other items within the committee’s scope. To speak, utilize the “Raise Hand” feature. The SDWP will provide accommodations to persons who require assistance. Questions: (619) 228-2301.
Item #1: Virtual Meeting Resolution

ACTION ITEM – VOTE REQUIRED:

Resolution recognizing a state of emergency and authorizing teleconferenced meetings pursuant to AB 361

WHEREAS, in response to the novel coronavirus (“COVID-19”) pandemic, Governor Newsom adopted a series of Executive Orders allowing the legislative bodies of local governments to meet remotely via teleconference so long as other provisions of the Ralph M. Brown Act (“Brown Act”) were followed; and

WHEREAS, on March 4, 2020, Governor Newsom declared a statewide emergency arising from COVID-19 pursuant to Government Code section 8625; and

WHEREAS, on Sept. 16, 2021, Governor Newsom signed AB 361, which immediately amended the Brown Act allowing governing boards to continue holding virtual meetings outside the teleconferencing requirements of Government Code section 54953(b), if the board makes a finding that there is a proclaimed State of Emergency, and either (1) state or local officials have imposed or recommended social distancing measures, or (2) meeting in person would present imminent risks to the health or safety of attendees due to the emergency; and

WHEREAS, social distancing measures have been imposed and implemented by the County and City of San Diego to mitigate the spread of COVID-19; and

WHEREAS, the San Diego Workforce Partnership (Executive Committee) believes the spread of COVID-19 poses an imminent risk to the health and safety of in person meeting attendees; and

WHEREAS, the Executive Committee is committed to open and transparent governance in compliance with the Brown Act; and

WHEREAS, the Executive Committee is conducting virtual meetings by way of telephonic and/or internet-based services as to allow members of the public to fully participate in meetings and offer public comment.

NOW THEREFORE, BE IT RESOLVED, that the recitals set forth above are true and correct and fully incorporated into this Resolution by reference.

BE IT FURTHER RESOLVED, that the Executive Committee recognizes that a State of Emergency in the State of California continues to exist due to the COVID-19 pandemic.

BE IT FURTHER RESOLVED, that the Executive Committee recognizes that social distancing measures remain recommended by state and local officials.

BE IT FURTHER RESOLVED, the Executive Committee authorizes the use of teleconferencing for all meetings in accordance with Government Code section 54953(e) and all other applicable provisions of the Brown Act, for a period of thirty (30) days from the adoption of this resolution, or such a time that the Governing Board adopts a subsequent resolution in accordance with Government Code section 54953(e)(3).
**Item #2: Minutes of the November 11, 2022 Meeting**

**Members Present**
Rick Vaccari (Chair), Phil Blair, Kurling Robinson, Althea Salas

**Staff Present**
Peter Callstrom, President & CEO
Shannon Moran, COO
Shaina Gross, VP of Client Services
Dennis Kingery, VP of Finance

**Location:** Via Zoom

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 Rick Vaccari at 12:04 pm.

**Non-Agenda Public Comment:** None

**Action Items**

**Item 1:**  *Virtual Meeting Resolution*

Motion: Executive Committee approves the virtual meeting resolution

*Moved (A. Salas), Seconded (K. Robinson), Carried unanimously*

**Item 2:**  *Minutes of the August 8, 2022 Executive Committee Meeting*

Motion: Executive Committee approves the meeting minutes

*Moved (K. Robinson), Seconded (P. Blair), A. Salas abstained*

**Item 3:**  *Membership Nomination – Dr. Tina King*

The nomination was deferred to the January 2023 Executive Committee meeting.
**Information Items**

**Item 4: Audit Review**

Rick, Shannon, and Dennis presented the results of the FY21 audit. SDWP had no findings and is still considered a low-risk organization. Dennis and Shannon spoke to staffing and financial practices improvements.

Moved (P. Blair), Seconded (R. Vaccari), Carried unanimously

**Item 5: December 1st WDB Agenda Review**

The agenda for the December 1st WDB meeting was reviewed. Shaina discussed the pending Adult and Dislocated Worker WIOA Funding Vote and Career Center Transition Update.

**Adjournment:** The meeting was adjourned at 12:46 pm.

**Next Meeting:** January 30, 2023 at 12:00 pm.
Item #3: Financial Review

Discussion Item (No Action Required):

A review of FYTD finances and the FY22 Audit.
Item #4: February 16th WDB Agenda Review

Discussion Item (No Action Required):

Action Items (Vote required):
1. Minutes

Information Items (No vote required):
2. Organization Update
3. Faces of Workforce – Impact Report

Action Items (Vote required):
4. Local & Regional Plan Approval
5. Foster Youth Subrecipient Approval

Information Items (No vote required):
6. $5M of Foster Youth Funding
7. Subrecipient Performance
8. Career Center Moves
9. Financial Update