



## Policy Board Agenda

Date: Thursday, February 23, 2023  
Time: 2:00 pm  
Place: City Hall  
202 C St, San Diego, California 92101  
City Council Chambers, Floor 12

### AGENDA ITEMS:

#### Action Items:

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| Item 2: | Minutes of the January 26, 2023 Meeting | 4 |

#### Information Items:

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#### Action Item:

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#### Information Items:

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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 please complete a Public Comment Form. The SDWP will provide accommodations to persons who require assistance. Questions: (619) 228-2900.

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## Item 1: Minutes of the August 28, 2022 Meeting

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### 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)  
Nancy Sasaki, CEO, United Way of San Diego County

### Legal Counsel Present

David Powell, Deputy City Attorney, City of San Diego  
Aurelia Razo, Senior Deputy County Counsel, County of San Diego  
Randall Sjoblom, Senior Deputy Counsel, County of San Diego

### Staff Present

Peter Callstrom, President & CEO  
Nick DeVico, Director of Strategic Youth Initiatives

### 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 Supervisor Lawson-Remer at 2:07pm, with a quorum present.

### Non-Agenda Public Comment

None

### Action Items

*Item 1*

#### **Virtual Meeting Resolution**

Motion: Board approves the amended resolution.

*Moved (N. Sasaki), Seconded (S. Elo-Rivera), Carried unanimously*

*Item 2*

#### **Minutes of the June 16, 2022 Meeting**

Motion: Board approves the meeting minutes.

*Moved (S. Elo-Rivera), Seconded (N. Sasaki), Carried unanimously*

### Information Items

*Item 3*

#### **Policy Board Member Update**

Peter announced that Supervisor Anderson has resigned from the board. County counsel will advise on replacement procedures in the coming weeks.

*Item 4*

**CEO Report**

Peter highlighted \$290k in research grants awarded to SDWP this quarter. Additionally, SDWP's Client Services and Sector Initiatives teams have been awarded \$1.5k grants, and Assemblymember Brian Maienschein has secured \$10M in funding over 3 years in the State budget for SDWP's Public Administration and Healthcare Career Pathways work. Peter thanked Supervisor Lawson-Remer for attendance and comments at the Behavior Health Symposium. The Supervisor affirmed her excitement in taking the analysis and turning it into an action plan that will yield results for the region.

**Action Items**

*Item 5*

**Foster Youth Subrecipient Approval**

Nick overviewed the proposed contact for Access Inc. to provide SDWP's WIOA foster youth services. Contract outcomes include 75% of participants be placed in employment, education, or training, \$4,000 median earning gain, 67% of participants to attain a credential, and 60% will show a gain in skills through training or education.

Motion: Board approves the FY22 budget.

*Moved (N. Sasaki), Seconded (S. Elo-Rivera), Carried unanimously*

*Items 6—7*

**Membership Nominations**

Peter overviewed the nominees' backgrounds and experience. N. Sasaki and S. Elo-Rivera discussed their previous work with Efrem and his stellar qualifications.

Motion: Board approves the FY22 budget.

*Moved (S. Elo-Rivera), Seconded (N. Sasaki), Carried unanimously*

**Adjournment:**

The meeting was adjourned at 2:28 pm

**Next Meeting:**

Currently scheduled for Thursday, October 27, 2022 at 3:00pm

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## Item 2: Minutes of the January 26, 2023 Meeting

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### Members Present

Monica Montgomery Steppe, Council President Pro Tem, City of San Diego, District 4 (Chair)  
Terra Lawson-Remer, San Diego County Supervisor, District 3 (Vice Chair)  
Sean Elo-Rivera, Council President, City of San Diego, District 9  
Nancy Sasaki, CEO, United Way of San Diego County

### Legal Counsel Present

David Powell, Deputy City Attorney, City of San Diego  
Shiri Hoffman, Chief Deputy County Counsel, County of San Diego

### Staff Present

Shannon Moran, Interim President & CEO  
Shaina Gross, VP of Client Services  
Parina Parikh, VP of Sector Initiatives

### Location

City Administration Building

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 Lawson-Remer at 1:06pm, with a quorum present.

### Non-Agenda Public Comment

None

### Action Items

#### *Item 1*                    **2023 Chair & Vice Chair Selection**

Motion: Board approves the selection of Council President Pro Tem Montgomery Steppe as chair.

*Moved (S. Elo-Rivera), Seconded (M. Montgomery Steppe), Carried unanimously*

Motion: Board approves the selection of Supervisor Lawson-Remer as vice chair.

*Moved (S. Elo-Rivera), Seconded (T. Lawson-Remer), Carried unanimously*

#### *Item 2*                    **Adult and Dislocated Worker WIOA Funding**

Shaina presented on a fund transfer request for a revised WIOA allocation of 75% Adult funds and 25% Dislocated Worker funds. EDD allows for transfer requests throughout the year between the Adult and DW funds due to client needs and demand. The proposal to reallocate the funds to 75% Adult and 25% Dislocated Worker is intended to better accommodate the community need SDWP is experiencing. T. Lawson-Remer inquired about any downside to the proposal. S.

Gross responded in the negative, adding that the decision can be reversed by the Policy Board as needed.

Motion: Board approves the funding.

*Moved (N. Sasaki), Seconded (T. Lawson-Remer), Carried unanimously*

**Adjournment:** The meeting was adjourned at 1:14 pm for closed session.

### **Information Items**

*Item 3*                    **CLOSED SESSION**

**Next Meeting:** Thursday, February 23, 2023 at 2:00pm

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## Item 3: Organizational Update

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### **INFORMATION ITEM – NO VOTE REQUIRED:**

An update on SDWP activities:

- \$5M to serve Foster Youth from County of San Diego.
- \$1.7M from DOL to expand P2E services.
- Started a Youth Advisory Board of youth participants to give us feedback and input to our programs.
- 16 job fairs/hiring events + 12 WARN notices impacting 1,519 employees
- 2 new Workplace equity partnerships seeking to empower employers with job quality & employee retention tools: Kim Center for Social Balance and Talent Rewire
- Goodwill partnership to host in-person resume workshops at Escondido Community Employment Center to expand our presence in North County and promote our services to individuals who might not otherwise have made it to our career centers. We've already reached 17 people in two workshops.
- SDWP (Healthcare team) has registered the first substance use disorder counselor apprenticeship in the region (and one of the few in the state) with the Department of Labor. Soon we will be registering with the State Department of Apprenticeship Standards
- We are expanding the Apprenticeship Readiness Program and MC3 curriculum to Southwestern College and serving the South Bay with this pre-apprenticeship construction program. This will be a public/private partnership between construction developers, SDWP and the State
- We graduated our 12th cohort of Construction Career Jumpstart with 26 participants on 2/17. In total we have trained 213 participants since the program's inception.
- Hosted the 39th Annual Economic Roundtable with the County and USD with over 250 attendees, which garnered coverage in the San Diego Union-Tribune
- Strategic plan and taking a fresh look at how we are operating as a WDB given our situation

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## Item 4: Faces of Workforce – Impact Report

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**INFORMATION ITEM – NO VOTE REQUIRED:**

Our soon-to-be released organization report illustrates the great work the Workforce Partnership accomplished in FY22. It also highlights a participant’s compelling story as well as how a local business leveraged OJT funds to hire formerly incarcerated women.

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## Item 5: Local & Regional Plan Approval

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### **ACTION ITEM – VOTE REQUIRED:**

#### Recommendation

The Policy Board approve the updates of the Regional and Local plans as required by the State.

#### Background

The Local and Regional Plans were approved April 2021 for Programs Years 2021-2024. The two-year modification of them is required by the Workforce Innovation and Opportunity Act (WIOA) and is due by March 30, 2023. This requirement applies to Regional Planning Units (RPU) and Local Workforce Development Boards. The Southern Border Regional Planning Unit includes San Diego Workforce Partnership and Imperial County Workforce Development Board.

The Regional Plan acts as a strategy document and the Local Plan operationalizes those strategies. The plans are designed to support the State Plan are required to follow the outline provided by the State.

The process to produce these updates includes the following applicable aspects of the Brown Act and outreach to the community for input. The process included:

- Two “listening sessions”. Invitations were sent to over 14,000 employers, community members, participants, CBOs, and partners. 175 RSVP’d and over 40 attended.
- Updated research following the State’s outline. This included information regarding both San Diego and Imperial County demographics, employment, unemployment, and sector information.
- A 30-day comment period that ended Wednesday, February 8, 2023. The comment period yielded one set of comments that were generally positive and nothing that disagreed with the plans’ contents. Any comments disagreeing with the content must be provided to the State. We did not receive any.
  - o Imperial County local plan will be posted at a later date since they their Board meets in March. Both local and the Regional Plan will be submitted to the state as a package by March 30, 2023.

#### Regional Plan Content

In addition to the analysis completed by the Research Team noted above, the Regional Plan addresses:

- How the Region communicates industry workforce needs to training partners and shared sector pathways and priority sectors to regional employers
- Policies that are in place to support equity and improve job quality
- How San Diego and Imperial share target populations such as veterans, youth, immigrants and refugees, and justice involved
- Identifying High Road Workforce elements such as an agreed-upon definition of job quality
- How the Region can align the workforce system and consider equity and economic justice within the context of each very disparate County

#### Local Plan Content

- The Workforce Partnership’s approach to diversity, equity and inclusion and how it frames engaging with partners
- The use of shared services, referral processes, co-enrollment, and shared technology to best serve San Diegans
- How partners facilitate access to career center services remotely and how supportive services are coordinated to support participants in workforce activities, education and training programs



- Details on how we work with San Diego County HHSA for serving CalFresh E&T clients, child support and non-custodial parent serving agencies and CBOs
- The Workforce Partnership's work in Rapid Response and Layoff Aversion

To view the full plans, please see the following:

- Regional Plan ([link](#))
- Local Plan ([link](#))

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## Item 6: Subrecipient Performance

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**INFORMATION ITEM – NO VOTE REQUIRED**

Shaina Gross, VP of Client Services, and Parina Parikh, VP of Sector Initiatives to provide an update on subrecipient performance.

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## Item 7: Career Center Moves

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**INFORMATION ITEM – NO VOTE REQUIRED:**

A working group of the WDB met on January 30, 2023 to discuss the proposed move in South County. The existing space is larger than what we need, run-down and not easily accessible for participants. A new location has been identified which will result in a cost savings of approximately \$240,000 annually. The new location is located in a building that will make for much easier access for our clients, as it includes several other providers with whom our clients interact. The location has significant foot traffic, and shares space with San Ysidro Health, PCG and their CalWorks services, the VA, and other community partners.

The current lease ends June 30, 2023. The new location will require a build out and we have confirmed with our current landlord that we can extend our lease on a month-to-month basis. We anticipate being able to move in September 2023. We have been working closely with our current co-located partners and they are excited to move with us.

The Board working group was fully supportive of the move.

In addition, we are reviewing our location options for North Coastal, as our current location with the Live Well Center in Oceanside is not providing the customer access and customer experience that we'd like.

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## Item 8: HRCC: Resilient Workforce Fund Award

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### **INFORMATION ITEM – NO VOTE REQUIRED:**

Parina Parikh, VP of Sector Initiatives, to present on the Workforce Partnership's recent awarding of the High Road Construction Careers Resilient Workforce Fund (HRCC: RWF) in the amount of \$6M to the Energy, Construction & Utilities (ECU) Team.

This is the second HRCC grant awarded to the Workforce Partnership from the California Workforce Development Board (CWDB). The first, in 2020 in the amount of \$1.5M, launched the regional Apprenticeship Readiness Collaborative (ARC) and Apprenticeship Readiness Program (ARP) that brings together local stakeholders to create a collective strategy for building world-class pre-apprenticeship pathways leading through apprenticeships and into union construction careers.

The new round of funding, over 27 months (estimated contract date May 1, 2023), will train 200+ individuals to earn their MC3 (multi-craft core curriculum), OSHA 30, CPR/First Aid, and several other industry recognized certifications and placement into union registered apprenticeships while providing case management and wraparound services. Participant target populations include women, BIPOC, justice-involved, opportunity youth, and veterans. Funding will also provide expansion to three more training providers across San Diego County, covering: North San Diego, South San Diego, and East San Diego, in addition to our original MC3 provider, San Diego College of Continuing Education.

The Workforce Partnership serves as fiscal agent and works in close coordination with the San Diego Building & Construction Trades Council on the High Roads Construction Careers initiative. Other key partners include Good for Others, Southwestern College, SANDAG, CEO, and City of San Diego's Pure Water Project.

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## Item 9: FY21 Audit & Financial Update

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### **INFORMATION ITEM – NO VOTE REQUIRED:**

Dennis Kingery, VP of Finance, to review the FY2021 Basic Financial Statements and Audit Report from Rogers, Anderson, Malody & Scott, LLP, Certified Public Accountants (RAMS).

Dennis to also provide a financial update. As of December 31, 2022, San Diego Workforce Partnership has incurred \$15.2 million in expenses compared to \$10.6 million at this point in fiscal year 2022. Total expenses for this fiscal year are forecasted to exceed \$30 million, which is an 11% increase over the prior year. SDWP enjoys diverse funding sources and currently has approximately 50 active funds supporting its programs. Staff are closely monitoring expenditures to ensure program dollars are used within the allowed time period and administrative costs remain in line with funder expectations.

Current priorities of the Finance team include completing the financial statement audit for fiscal year 2022, planning the fiscal year 2024 budget and general process improvements. The Finance team is working with our audit firm to complete the annual financial statement audit for fiscal year 2022. Final reports will be available in March and presented to the Audit Committee. Budget development planning for next fiscal year is also already underway with a plan to present a proposed budget to the board in June. Lastly, the Finance team continues to implement process improvements to strengthen its operations and provide timely and robust financial information.