Policy Board Meeting • May 26, 2023
Item #1: Non-Agenda Public Communication

Item #2: April 26, 2023 Minutes

1: Chair calls for motion to approve
2: Workforce Partnership conducts roll call
Item #3

Internal Controls & Bank Signatories
Internal Controls

- Policies & procedures
- Layers of review and approval (Signature Authority Matrix)
- Segregation of duties
- Monthly account reconciliation
- Monthly review of budget vs actuals
Workforce Partnership’s US Bancorp Accounts:

- Master Account (Operations)
- Payroll Account
- Flex Benefit Account

Recommendation:

Given our extensive set of internal controls to safeguard assets along with the bank's requirement to have two company representatives acting on behalf of the organization to ensure business continuity, we recommend:

That the Policy Board authorize Khaleda Atta (Chief Programs Officer) and Carlynne Yu (Controller) to serve as Authorized Signers and fiduciary agents for all three Workforce Partnership US Bancorp accounts.
Item #4

FY22 Audit Report
FY22 Audit

• Financial Statement and Single Audit performed by Rogers, Anderson, Malody & Scott, LLP (RAMS)

• The Partnership received unmodified (clean) opinion on its Financial Statements

• Two deficiencies and a material weakness noted regarding compliance with Federal awards:
  – Deficiencies: Reports submitted prior to final review and after due date
  – Material Weakness: Expense reclassification between funds after the cash draw down
1 – Any questions?

2 – Chair calls for a motion to approve
Item #5

Programs Contract Renewals: WIOA Youth

Contract Renewal Recommendations
**Recommendation:** All contracts are recommended for renewal of Year 3 (of four-year term) at the same amount as the prior contract year.

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Amount</th>
<th># Served</th>
<th>Cost Per Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCESS – Career Centers</td>
<td>$1.5M</td>
<td>300</td>
<td>$5,000</td>
</tr>
<tr>
<td>ACCESS – Foster Youth</td>
<td>$600k</td>
<td>86</td>
<td>$7,000</td>
</tr>
<tr>
<td>ACCESS – San Pasqual Academy</td>
<td>$400k</td>
<td>57</td>
<td>$7,000</td>
</tr>
<tr>
<td>SBCS – Justice-Involved Youth</td>
<td>$600k</td>
<td>86</td>
<td>$7,000</td>
</tr>
<tr>
<td>SD Continuing Education – ELL/Immigrant/Refugee</td>
<td>$600k</td>
<td>86</td>
<td>$7,000</td>
</tr>
<tr>
<td>SDYS – Unhoused Youth</td>
<td>$600k</td>
<td>86</td>
<td>$7,000</td>
</tr>
<tr>
<td>YMCA – Black Opportunity Youth</td>
<td>$600k</td>
<td>86</td>
<td>$7,000</td>
</tr>
</tbody>
</table>

**Contract Minimum Outcomes (set by EDD on 9/15/22)**

- 67.7% enrolled in education or training, or employed (placed) at six and 12 months
- $4,800 quarterly median earnings
- 67% of in-school youth and 61% of out-of-school youth attain a credential
- 50% will show a gain in skills through training or education
Summary of Network Performance

- **Enrollments** – significant increase from 29% of goal to 72% of goal

- **2nd and 4th quarter placements** – delayed metric; anticipate continued improvement, but project final metrics will still be slightly below goal

- **Credential Attainment** – significant increase from 33% to 110%; now exceeding goal

- **Measurable Skills Gain** – improved from 32% to 75% of goal; anticipate continued improvement as this metric is delayed to 4th quarter

- **Median Earnings** – continue to outperform metric
**Recommendation:** All contracts are recommended for renewal of Year 3 (of four-year term) at the same amount as the prior contract year.

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Amount</th>
<th># Served</th>
<th>Cost Per Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCESS – Career Centers</td>
<td>$1.5M</td>
<td>300</td>
<td>$5,000</td>
</tr>
<tr>
<td>ACCESS – Foster Youth</td>
<td>$600k</td>
<td>86</td>
<td>$7,000</td>
</tr>
<tr>
<td>ACCESS – San Pasqual Academy</td>
<td>$400k</td>
<td>57</td>
<td>$7,000</td>
</tr>
<tr>
<td>SBCS – Justice-Involved Youth</td>
<td>$600k</td>
<td>86</td>
<td>$7,000</td>
</tr>
<tr>
<td>SD Continuing Education – ELL/Immigrant/Refugee</td>
<td>$600k</td>
<td>86</td>
<td>$7,000</td>
</tr>
<tr>
<td>SDYS – Unhoused Youth</td>
<td>$600k</td>
<td>86</td>
<td>$7,000</td>
</tr>
<tr>
<td>YMCA – Black Opportunity Youth</td>
<td>$600k</td>
<td>86</td>
<td>$7,000</td>
</tr>
</tbody>
</table>

**Contract Minimum Outcomes (set by EDD on 9/15/22)**

- 67.7% enrolled in education or training, or employed (placed) at six and 12 months
- $4,800 quarterly median earnings
- 67% of in-school youth and 61% of out-of-school youth attain a credential
- 50% will show a gain in skills through training or education
1 – Any questions?

2 – Chair calls for a motion to approve
Item #6

Organizational Update
Organizational Updates

• VP of Finance
• Interim org structure
Item #7

Update on City of San Diego Funding
Programs Update: TechHire & City of San Diego

Outcomes – All Programs

- Internships: 1225
- Employed: 1112
- Post-Secondary Education: 884
- 568 - TechHire Internships
- 574 - TechHire Employed

Programming (FY18 – 23)
- TechHire, City Mentorship, Opportunity Youth Internship, Back2Work Connect to Careers

TechHire (FY18 – 23)
- Fully funded interns for 278 San Diego employers
- $1.4M in wages provided across 5-year MOU
- FY23: $22.96 avg. wage compared to living wage of $20.82

Funding Timeline

- FY12: $1.15M
- FY17: $1.12M
- FY18: $1.9M
- FY19: $1.6M
- FY20: $1M
- FY21: $2.5M
- FY22: $750K

- First time in 10 yrs. City will not be funding SDWP efforts
- No specific programming for City residents and employers

Next Steps:
- Initiate new WDB work-based learning/internship working group to consider other funding opportunities to continue subsidized wage programming
- Meet with other partners (e.g. Mesa College) who may have regional funding available to support TechHire
Next Meeting: June 22, 2023

• Approval of FY24 Budget
• Contract initiation and renewal approvals
Next meeting: June 22, 2023
Thank you!
Access – Foster Youth (1\textsuperscript{st} year)
Access - SPA

Foster Care Youth (Access SPA) - Q3 Year Over Year (% of Target Reached)

- Enrollments: 84% (Q3 2023), 14% (Q3 2022)
- 2Q Placement: 89% (Q3 2023), N/A (Q3 2022)
- 4Q Placement: 103% (Q3 2023), N/A (Q3 2022)
- Credential Attainment: N/A (Q3 2023), N/A (Q3 2022)
- MSG: 62% (Q3 2023), N/A (Q3 2022)
- Median Earnings: 89% (Q3 2023), N/A (Q3 2022)
Access – Career Center Youth

Career Center Youth - Q3 Year Over Year
(% of Target Reached)

- Enrollments: Q3 2022 = 28%, Q3 2023 = 73%
- 2Q Placement: Q3 2022 = 31%, Q3 2023 = 71%
- 4Q Placement: N/A
- Credential Attainment: N/A
- MSG: Q3 2022 = 20%, Q3 2023 = 60%
- Median Earnings: N/A

Q3 2022 vs Q3 2023