

San Diego Workforce Partnership
Consortium Policy Board
Minutes of the June 22, 2023 Meeting

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

Legal Counsel Present

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

Staff Present

Desiree Daugherty, VP of Customer Experience
Claudia Huerta, VP of Business Engagement
Shaina Gross, VP of Client Services
Camila Obermiller, Senior Grant Analyst
Parina Parikh, VP of Sector Initiatives
Rick Vaccari, WDB Chair

Location

San Diego County Administration Center
1600 Pacific Highway, Room 302 San Diego, California 92010

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 Council President Pro Tem Montgomery Steppe at 2:00pm, with a quorum present.

Non-Agenda Public Comment

Item 1 **Non-Agenda Public Communication**
None

Action Items

Item 2 **Minutes of the May 26, 2023 Meeting**

Motion: Board approves the meeting minutes.
Moved (S. Elo-Rivera), Seconded (M. Montgomery Steppe)
Carried unanimously

Item 3

Foster Youth Subrecipient Proposals

S. Gross, VP of Client Services, outlined the five (5) million dollars County of San Diego Foster Youth Grant and presented the proposals for Foster Youth Subcontracts. S. Gross recommended subcontracting with First, Promises2Kids to provide social-emotional support, participant referrals, and supportive services toward goals of employment for \$570,000 over two (2) years. Second, San Diego Black Chamber of Commerce to provide internships, mentorships, and entrepreneurship for \$100,000 for one (1) year.

S. Elo-Rivera mentioned housing situation barriers for foster youth and asked about housing supportive services within this grant. S. Gross mentioned that housing support is built-in in this grant and that SDWP is allowed to help youth facing housing challenges. She also mentioned that, while SDWP doesn't have a specific housing resource, SDWP is working closely with San Diego youth Service who provides youth housing services. Also, she mentioned that SDWP is open to partner with other community service providers to help with housing barriers.

Motion: Board approves the proposals

Moved (T. Lawson-Remer), Seconded (M. Montgomery Steppe), Carried unanimously

Item 4

Sector Initiatives Procurements

P. Parikh, VP of Sector Initiatives, presented Sector Initiatives Procurements and highlighted the state of California grant for SDWP's Public Administration and Healthcare Career Pathways. She recommended entering into sub-agreements with:

First, the San Diego Regional Innovation & Policy Center (SDRPIC) for \$184,000 to conduct research to help outline the training & employment landscape, drivers for turnover, and training as well as placement bottlenecks in the fire and emergency medical services industries. SDRPIC will issue a report detailing the extent, likely causes, and proposed solutions for any shortages in fire and emergency medical services. This report is tied to Phase 1 of the EMS-Fire Pilot Pathways grant.

T. Lawson-Remer asked about the parameters of the State grant. P. Parikh answered that the parameters follow what was included in the grant proposal. P. Parikh mentioned that grant proposal outlines three phases, system design phase from July 1 to May 31 of next year, program design, and program implementation.

T. Lawson-Remer and P. Parikh discussed the firefighter employment landscape, its diversity, and the need for a focus group and steering committee for this kind of research and project.

M. Montgomery Steppe asked about the timeline of the research report and whether the program will be pending the research report. P. Parikh replied that the report will be issued by May 31, 2024, and that SDWP will not wait for the final report to start working on the program. SDWP will be reviewing and assessing the deliverables (milestones) delivered by the research team to start the discussion about the program design and implementation.

Second, contracting with NAMI San Diego to provide in-person Cal-MHSA approved Peer Support Specialist training for \$150,000/year for three (3) years, and Futuro Health to provide virtual Human Touch Healthcare training for \$60,000/year for three (3) years. Both contractors will provide training and supportive services to 240 program participants.

T. Lawson-Remer asked whether any of these partnerships can involve the County's jails. P. Parikh mentioned that the intention of this program is to include all people with lived experience with mental health and/or substance use disorders, homelessness, incarceration, living with a disability, etc. therefore, there will be no limitation on partnering with jails and provide services to incarcerated individuals to achieve this program goals.

Motion: Board approves the Sector Initiatives Procurements

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

Item 5

Metro Career Center Lease Renewal

S. Gross presented the proposal for executing a new lease at the Metro Career Center. S. Gross also, mentioned, per a WIOA requirement, EDD must be located on the premise of at least one career center within the county. SDWP is occupying 19% of the premise and co-located partners, including EDD, occupy the remainder of leased space. Lease negotiations included reducing the rent rate, five (5) months free rent and tenant improvement funds which leads to a \$986,137 in total savings over 5 years, from the planned auto-renewal.

S. Elo-Rivera recognized the total saving achieved by the negotiation process led by the SDWP and asked if there were any engagement or working sessions from both boards on this matter. He also, discussed the lease terms and commercial lease market condition. S. Gross mentioned that although both boards are required to approve the lease agreement, no working sessions or direct involvement were outlined in previous instances. S. Gross Also, mentioned that SDWP worked with JLL broker to help understanding the commercial market conditions and rent rates.

M. Montgomery Steppe asked about the sub-leasing percentage of the full lease term. S. Gross mentioned that SDWP is occupying 19% of the premises and co-located partners occupy the remaining leased space which is 81%.

Motion: Board approves the new lease agreement.

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

Item 6

FY24 Proposed Budget

C. Obermiller, Senior Grant Analyst, and the executive team presented an overview of the Workforce Partnership FY24 budget expecting revenue of \$36.5 million of which \$28.3M Program Costs, \$4.2M Direct Allocated Costs and \$4M Indirect Costs. The FY24 budget includes a 14% overall increase from FY23.

Policy Board members appreciated the comprehensive overview of the FY24 Budget presentation and asked about future plans, anticipated funds, and potential growth opportunities. Executive Team shared their visions, explanations, and examples on different departments and programs' expenses and funds allocations.

Motion: Board approves the FY24 Proposed Budget.

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

Item 7

Employment Agreement for Interim Executive Director of the San Diego Consortium and Interim President and Chief Executive Officer of the San Diego Workforce Partnership, Inc

R. Vaccari, WDB Chair, overviewed the Policy Board on the JPC Committee work and the selection process for the Interim CEO position. He mentioned that while 115 candidates submitted their applications for this role, the JPC Committee conducted its interviews and finalized the selection process with one candidate recommended.

David Powell, Deputy City Attorney, City of San Diego, provided some guidance on the agreement and proposed to grant authority to WDB chair to execute the agreement once all prior procedures and formalities have been completed.

Motion: Board grants authority to the WDB chair to execute the employment agreement on behalf of the policy board.

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

Adjournment: The meeting was adjourned at 3:10 pm for closed session.

Next Meeting: September 14, 2023 at 2:00pm