

## **Workforce Development Board (WDB) Agenda**

Date: Thursday, December 07, 2023  
Time: 12:00 p.m. — 1:30 p.m.  
Place: 9246 Lightwave Ave, Suite 100, San Diego, CA 92123  
Via Zoom: <https://workforce-org.zoom.us/j/84773303327>  
Meeting ID: 847 7330 3327

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### **Instructions for Public Meetings**

- Members of the public – Please complete a “Request to Speak” form

### **Welcome and Introductions**

- Chair calls the meeting to order
- Non-agenda public comment

### **Agenda Items – Open Session:**

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Item 9: CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to paragraph 2 of subdivision  
(d) of Government Code Section 54956.9: (one or More Potential Cases)

**Next Meeting: TBD, 12:00 p.m. – 1:30 p.m.**

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 Workforce Partnership will provide accommodations to persons who require assistance. Questions: (619) 228-2900.

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Item 1:      **Approval of the November 9, 2023 Minutes**

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**Minutes of the November 9, 2023 WDB Meeting**

**Members Present**

- |                     |                      |                         |
|---------------------|----------------------|-------------------------|
| 1. Aida Rosa        | 7. Gina Lee          | 13. Phil Blair          |
| 2. Carol Kim        | 8. Jamie Gardner     | 14. Rick Vaccari, Chair |
| 3. Christina Bibler | 9. Jeremy Vellon     | 15. Tina King           |
| 4. Danene Brown     | 10. Kevin Johnson    | 16. Veronica Dela Rosa  |
| 5. Dora Mendivil    | 11. Kurling Robinson |                         |
| 6. Efrem Bycer      | 12. Matt Martin      |                         |

**Members Absent**

- |                  |                       |                  |
|------------------|-----------------------|------------------|
| 1. Annie Taamilo | 4. Nancy Smith-Taylor | 7. Ricky Shabazz |
| 2. Brisa Johnson | 5. Jeffrey Noyes      |                  |
| 3. Ed Hidalgo    | 6. Matt Doyle         |                  |

**Staff Members Present**

Tony Young, Interim President, and CEO  
Khaleda Atta, COO

**Call to Order**

The meeting was called to order by Rick Vaccari at 12:02pm with a quorum.

**Non-Agenda Public Comment**

None

**Action Item**

**Item 1:                      Minutes of the October 12, 2023 Meeting**

*Motion:* WDB approves the meeting minutes

*Moved* (C. Kim), *Seconded* (J. Vellon), Motion carried, P. Blair, V. Dela Rosa, D. Mendivil, G. Lee, and T. King abstained.

## **Information Item**

### **Item 2: Welcoming New WDB Members**

T. Young introduced new WDB members and highlighted their backgrounds and experiences.

The new WDB members are:

- **Dora Mendivil Angulo** (Program and Fiscal Administrator at La Cooperativa Campesina de California) representing the Labor Sector. D. Mendivil expressed her excitement and briefly shared her background, emphasizing her work with farmworkers and her agency's efforts during the pandemic. WDB members discussed the diverse aspirations of farmworkers, with some wanting to continue as farmworkers while others, especially younger generation, aim to pursue different opportunities.
- **Gina Lee** (Program Manager at San Diego and Imperial Counties Labor Council) representing the Labor Sector. G. Lee shared her experiences and outlined her involvement in grant-funded programs and a hiring hall connecting workers to shift work. She also, expressed the desire to expand the hiring hall to include various sectors.
- **Dr. Tina King** (President at SD College of Continuing Education) representing the Education Sector. Dr. King emphasized the unique position of the institution and its significant growth in student enrollment. She also highlighted the college's focus on adult education and workforce development.

R. Vaccari encouraged the new members to actively participate, volunteer, and contribute their perspectives to enhance the partnership's efforts.

T. Young mentioned that the new WDB members will be a great addition, add value to the board with their experiences and expertise, and inviting for further engagement from the board members.

### **Item 3: CEO Report**

T. Young presented the CEO report regarding organizational updates, bylaws clarification, and operational highlights. He provided an update on the organization's efforts to address the backlog challenges in serving clients efficiently. Additionally, he shared the team efforts in identifying the need to streamline the intake and eligibility process, eliminating the program match finder that was hindering the initial engagement with clients.

To enhance efficiency, the organization decided to centralize its policies and procedures, with the Compliance and Operations Department working on updating and clarifying internal and external policies. Additionally, T. Young mentioned the reorganization that involved eliminating the Vice President role for Customer Experience and Program Match Finder, establishing a Director of Communications position, and recruit a new Vice President of Operations to oversee several departments such as Learning and communications, IT and Facilities, Intake & Eligibility, and Compliance and Operations.

Overall, these changes aimed to improve the client intake process, organizational structure, and policies for better efficiency and sustainability.

T. Young overviewed recommendations from the staff, focusing on internal operations and policies. Two significant issues were highlighted: the streamlining of policy management - considering changes in workforce dynamics and remote work.

J. Vellon inquired about the backlog in serving clients and the impact of recent changes. K. Atta provided insights into the backlog, explaining that it included referrals awaiting responses or exit marking and approximately 150 clients awaiting appointments for thorough screening. Concerns were raised about the potential disengagement of clients due to appointment unavailability.

The discussion delved into the timeline for clients disengagement and the need for diligent follow-up to update the backlog. The staff acknowledged that the backlog numbers might not accurately represent the current situation and emphasized the importance of ongoing efforts to reach out to clients and mark cases appropriately.

P. Blair inquired about the specific income thresholds and scenarios in which individuals may or may not qualify for assistance. He requested more clarification on the income limits and eligibility considerations for individuals, such as an unemployed high school graduate living at home.

SDWP's staff highlighted the complexity of the criteria and touched on factors such as family size, independence, recent layoffs, and special populations such as veterans.

T. Young acknowledged the complexity and suggested bringing back detailed information from the Intake Specialists to provide a clear overview of the eligibility criteria, including triage and priority considerations. The importance of prioritizing and servicing the required populations was emphasized.

K. Johnson inquired about the potential use of AI in the process.

K. Atta clarified that the current software, Program Match Finder, was not functioning effectively and needed reevaluation. The focus now is on ensuring a human element in the initial stages of client interaction for better assistance and understanding of eligibility rules.

The board expressed the need for a better understanding of eligibility criteria and how triage and prioritization are handled in service delivery.

The focus was on addressing operational challenges, improving client service efficiency, and implementing data-driven metrics to measure the impact of changes.

A. Rosa thanked SDWP executive team for their efforts and dedication.

Lastly, T. Young highlighted SDWP's operational activities and events from last month as indicated below:

**Sector Initiatives:**

- On October 18, in partnership with NAMI San Diego, SDWP conducted the Peer Support Specialist Training Program (PSST) Orientation. The Peer Support Specialist is one of SDWP direct service behavioral health training programs. SDWP goal is to train 120 individuals to be peer support specialists over three years in a comprehensive 4-component program.

**Business Engagement:**

**11<sup>th</sup> Annual Start-up Week on 10/23**

- Several staff participated in the Exhibitor Expo with 50+ exhibitors featuring startups from North and South Counties of San Diego & 500+ attendees
- The programming focused on celebrating the tech start-up community, which meant celebrating companies, founders, startups leaders, creators, designers, and entrepreneurs that

were creating impactful solutions while also growing the local economy

- Location: Carlsbad
- Partners: Start-up San Diego & City of Carlsbad

#### **6th Annual Life Science Biocom Workforce Symposium on 10/26**

- The Business Engagement team participated in the event designed for veterans and service members transitioning out of the military and underrepresented populations from various backgrounds and educational attainment levels that want to get into the life sciences industry, which included learning about how to navigate the life sciences hiring landscape
- The symposium featured speakers and panelists from the Biocom California Institute, Thermo Fisher Scientific, Merck, Amgen, Triplebar, Illumina, and more
- Location: UTC area
- Partners: Biocom

#### **45th Annual Grossmont College Job Expo on 11/2**

- Several staff participated in the Job Expo and Interim CEO, T. Young also attended the event
- The event promoted employment and resources to job seekers as well as local college students
- The event allowed job seekers to network with local companies and organizations
- Over 100 employers within the San Diego region were present. This was a FREE event for students, alumni, staff, faculty and community members
- Location: La Mesa
- Partners: Grossmont College

### **Action Item**

#### **Item 4: Proposal for Amendment to SDWP Organization Bylaws – Article X**

A. de Castro, SDWP General Counsel, presented the organizational Bylaws Amendment proposal for Article X. A. de Castro overviewed the discussion revolved around proposed amendments to the organization's bylaws, specifically in Article 10. The primary goal of these amendments is to improve corporate governance by addressing ambiguities and missing provisions in the existing bylaws.

The first proposed change was to clarify the quorum requirement, specifying that a quorum needed to be present for any action to be taken rather than what is currently stated in the Bylaws which is “amendments to be adopted by the affirmative vote of two-thirds of then-serving members of the WDB at any meeting of the Board”.

The second change involved the 15-day advance notice requirement for proposing amendments. It was suggested to either eliminate or shorten this requirement, with a preference for a seven-day (7) notice.

The third proposed change was related to the threshold for amending the bylaws. The existing requirement is 2/3 of all members, and the discussion considered whether to maintain this or switch to a majority requirement.

A. de Castro stated that by approving these amendments, the Board will have a clarified and greater ability to adopt necessary amendments to other provisions of the Bylaws, consistent with applicable laws and regulations.

T. Young expressed his appreciation for the effort put into these changes to enhance the organization's governance structure.

K. Robinson inquired about the 15-day advance notice. A. de Castro mentioned that SDWP follows the Brown Act provisions and provided examples from the California Workforce Development Board and other non-profit organizations' Bylaws.

After a thorough discussion, a motion was made to amend Article 10 as below:

*Motion:* WDB approves new Bylaws amendments as follow: Quorum to be present for action, reduce the advance notice requirement from 15 days to seven (7) days, and maintain the threshold for amending bylaws at 2/3 of the quorum.  
*Moved (P. Blair), Seconded (J. Gardner), Motion carried unanimously*

## **Item 5:                      Nomination of WDB Secretary/Treasurer Officer**

R. Vaccari shared that the WDB Secretary/Treasurer officer position is vacant due to WDB member Carmen Summers' resignation. He asked A. de Castro to provide an overview of the responsibilities and duties of this position.



A. de Castro provided an overview of the responsibilities associated with these roles. The Secretary is responsible for handling corporate documents, including authenticating meeting minutes, while the Treasurer manages the financial affairs and books of the organization. Although traditionally these roles are combined, the discussion leaned towards separating them into distinct positions.

P. Blair nominated C. Kim as WDB Secretary. A motion was made to nominate Carol Kim as Secretary, and after a vote, she was appointed to the position. V. Dela Rosa was nominated as Treasurer, and after some discussion about the responsibilities and potential time commitment. Following a vote, V. Dela Rosa was appointed Treasurer.

The discussion also touched upon the possibility of reducing the board size to address challenges with achieving a quorum. While the recommended minimum was suggested to be 18 members, the organization is open to additional members, focusing on engagement with committees and community members as a talent pipeline for potential board members.

E. Bycer inquired about the process of permanent CEO selection updates. R. Vaccari and J. Gardner, joint personnel committee members, are to provide an update at the next board meeting.

*Motion:* WDB approves nominations of Carol Kim as the WDB Secretary and Veronica Dela Rosa as the WDB Treasurer.  
*Moved (C. Kim), Seconded (P. Blair), Motion carried unanimously*

The meeting concluded with expressions of gratitude for the attendees' support and a brief acknowledgment of future discussions on workforce initiatives and updates.

## **Information Item**

### **Item 6: Faces of Workforce**

Deferred to next meeting.

## **Adjournment**

R. Vaccari adjourned the meeting to closed session at 1:15 pm.

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## Item 2: SDWP Organizational Updates

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SDWP management to inform of key post-Intake & Eligibility retreat updates including an updated org chart reflecting recent changes to the structure and clarifying key eligibility criteria used for WIOA funded programs. Other important programmatic updates also to be shared on new grants awarded (Prebys Foundation, CWDB HIRE and Google initiative) as well as important upcoming events: the 40th Annual Economic Roundtable to be held in January that SDWP will co-host with partners: County, USD, SDRPIC.

### SDWP Org Chart – as of December 2023

As conveyed in the last monthly WDB meeting, following the Intake & Eligibility retreat, key decisions have been made by leadership with regards to the organizational structure to support the more efficient and effective delivery of services. The latest organization chart is shown below.



## **WIOA Eligibility Guidelines**

The Workforce Innovation and Opportunity Act (WIOA) authorizes a workforce development system to provide workforce preparation and employment services to eligible adults, dislocated workers, and youth. The WIOA Title I Eligibility Technical Assistance Guide (TAG) assists Local Areas in establishing eligibility guidelines for the WIOA adult, dislocated worker, and youth programs that includes guidelines for offering training resources for the same populations.

Full details can be found in the related EDD Directive:

[https://edd.ca.gov/siteassets/files/jobs\\_and\\_training/pubs/wsdd-249.pdf](https://edd.ca.gov/siteassets/files/jobs_and_training/pubs/wsdd-249.pdf)

## **Conrad Prebys Foundation Support to SDWP**

The Conrad Prebys Foundation has recently provided two new grants for a total of \$650K to SDWP. This includes \$400,000 to provide programming to youth who are interested in entering healthcare careers that will be channeled through the Sector Initiatives department as well as another \$250,000 for organization-wide capacity building.

## **CWDB Helping Justice-Involved Reentry Employment (HIRE) Grant**

In an effort to enhance employment prospects and support the reentry of justice-involved individuals into the workforce, the California Workforce Development Board (CWDB) awarded the San Diego Workforce Partnership \$4.8M for its innovative and successful Reentry Works program to bolster employment services for justice-involved individuals. Collaborating closely with the San Diego County Probation and Sheriff's departments, SDWP operates career centers within the East Mesa Reentry Facility and Las Colinas Detention and Reentry Facility.

As part of the new HIRE Initiative, the CWDB is funding more than \$49M to 19 statewide projects aiming to provide crucial training, reskilling, upskilling, and supportive services to individuals transitioning from incarceration to the community.

## **Update on initiative with Google**

In August 2023, SDWP signed a contract with Social Finance and Google to begin our outcomes-based loan (OBL) program. We have soft launched the program and thus far 20 participants have signed OBL contracts and are currently studying either Business Intelligence or Front-End Development, alongside receiving Google data analytics and UX design certificates. We have also worked with UCSD Division of Extended Studies and Motorola to build out our third course, a wireless communication technologist program that will offer an internship with Motorola's partners, paired with a Google project management certificate. This program will be available for participants to apply

for in January and will be part of our Spring class. We expect to partner with Google in Q1 of 2024 for the official national launch of our partnership.

Additionally, Social Finance and Google have engaged SDWP to provide support to other workforce development boards to join the Google outcomes-based loan initiative. The value of that contract is expected to be \$350K and will pay for our team to build out materials, work with other WDBs and also explore the possibility of blending OBL contracts with WIOA funding to help cover partial training costs. We are encouraged to be seen as a thought leader in this work by both Social Finance and Google and look forward to deepening our partnership with them.

#### **40<sup>th</sup> Annual Economic Roundtable for San Diego County**

Over the past several months, SDWP staff have been working with partners to organize the county's upcoming 40th Annual Economic Roundtable that will feature Mary Daly, President & CEO of the San Francisco Federal Reserve among other prominent local economic development leaders and experts. The event to be held on January 19<sup>th</sup> on the campus of USD will be hosted by the County of San Diego, USD Knauss School of Business, SDWP, and the San Diego Regional Policy & Innovation Center.

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### Item 3: Licensed Vocational Nurse (LVN) Contracted Education Training (CET) Program

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#### **ACTION ITEM – VOTE REQUIRED**

**Recommendation:** Authorize the execution of the sub-recipient agreement in the amount of **\$222,000** for the Licensed Vocational Nurse (LVN) Program with Internal Health Group DBA Dalrada Career Institute. If approved, the contracted education training agreement will not exceed this amount.

Contractor	Funding Source	Amount	# Served	Cost Per Participant
Internal Health Group DBA Dalrada Career Institute	WIOA Title I: Adult and Dislocated Worker	\$222,000	6 participants	\$37,000
Contract Outcomes				
<ol style="list-style-type: none"><li>1. <b>Credential Attainment:</b> Participants earn an industry-recognized certification/credential.</li><li>2. <b>Employment Placement:</b> Participants securing jobs post-training.</li><li>3. <b>Wage Gains:</b> Average increase in earnings for program completers.</li><li>4. <b>Retention Rates:</b> Participants maintaining employment post-placement.</li><li>5. <b>Skill Attainment:</b> Measurement of participants' skill development and proficiency.</li><li>6. <b>Job Retention and Advancement:</b> Participants advancing in their careers.</li><li>7. <b>Post-Program Support:</b> Effectiveness of support services post-training.</li></ol>				

**Contract Term:** February 5, 2024 – February 28, 2025

**New contract or renewal:** New

**Contract Payment Terms:** Enrollment, Midpoint and Completion

Deliverables	Reimbursement
<b>Enrollment:</b> # Of participants enrolled in WIOA and training to provide in-person and/or on-line courses based on the curriculum provided.	\$177,600
<b>Midpoint:</b> Provide a midpoint participant progress report.	\$22,000
<b>Completion:</b> Credential/Certificate attainment of participants upon successful completion of training.	\$22,000
<b>Total:</b>	<b>\$222,000</b>

**Contractor Selection: Small Purchase \$100,000 to \$250,000 (Multiple bids)**

After receiving quotes from the Nurse Academy (\$249,000), Concord Career College (\$252,690), and International Health Group DBA Dalrada Career Institute (\$222,000).

Dalrada Career Institute was selected due to their more competitive and cost-effective training quota provided.

**Target Populations:** The LVN program focuses on upskilling Certified Nursing Assistants (CNAs) and Medical Assistants (Mas) to become Licensed Vocational Nurses, providing them with the training and education necessary to advance their careers in the healthcare field.

**Scope of Work:** The LVN training program under WIOA involves a comprehensive scope of work designed to equip participants with the knowledge and skills needed for a successful career in nursing. This includes classroom instruction covering essential medical topics such as anatomy, physiology, and pharmacology. Practical clinical experience is a vital component, enabling participants to apply theoretical knowledge in real-world healthcare settings. The program encompasses hands-on training in patient care, administering medications, and working within a healthcare team. Additionally, participants may receive guidance on professional and ethical responsibilities, ensuring they are well-prepared for the demands of the healthcare industry upon program completion.

**Background:**

Upskilling initiatives within the Workforce Innovation and Opportunity Act (WIOA) program play a pivotal role in addressing the evolving demands of the job market. As industries undergo rapid transformations, continuous skill development becomes essential for both job seekers and existing workers to stay competitive and adaptable. The LVN training program is vital as it addresses a critical shortage of healthcare professionals, particularly in the nursing sector. The LVN program, with its focus on workforce development, recognizes the need to empower individuals with enhanced skills, particularly in high-demand sectors, such as Healthcare.

CET provides local boards the flexibility to contract directly with institutions of higher education or eligible training providers under certain conditions. Specifically, a local board may award a contract to an institution of higher education or other eligible training provider if the local board determines that it would facilitate the training of multiple individuals in high-demand occupations if such a contract does not limit customer choice. Direct contracts with institutions of higher education or eligible training providers allow local boards to quickly design training to fit the needs of both job seekers and employers.

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## Item 4: Heating, Ventilation, and Air Conditioning (HVAC) Contracted Education Training (CET) Program Proposal to

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### **ACTION ITEM – VOTE REQUIRED**

**Recommendation:** Authorize the execution of the sub-recipient agreement in the amount of **\$174,000** for the Heating, Ventilation, and Air Conditioning (HVAC) training program with ATA College. If approved, the contracted education training agreement will not exceed this amount.

Contractor	Funding Source	Amount	# Served	Cost Per Participant
ATA College	WIOA Title I: Adult and Dislocated Worker	\$174,000	12 participants	\$14,500
<b>Contract Outcomes</b>				
<ol style="list-style-type: none"><li>1. <b>Credential Attainment:</b> Participants earn an industry-recognized certification/credential.</li><li>2. <b>Employment Placement:</b> Participants securing jobs post-training.</li><li>3. <b>Wage Gains:</b> Average increase in earnings for program completers.</li><li>4. <b>Retention Rates:</b> Participants maintaining employment post-placement.</li><li>5. <b>Skill Attainment:</b> Measurement of participants' skill development and proficiency.</li><li>6. <b>Job Retention and Advancement:</b> Participants advancing in their careers.</li><li>7. <b>Post-Program Support:</b> Effectiveness of support services post-training.</li></ol>				

**Contract Term:** February 5, 2024 – December 20, 2024

**New contract or renewal:** New

**Contract Payment Terms:** Enrollment, Midpoint and Completion

Deliverable	Reimbursement
<b>Enrollment:</b> # Of participants enrolled in WIOA and training to provide in-person and/or online courses based on the curriculum provided.	\$139,200
<b>Midpoint:</b> Provide a midpoint progress report to career center staff.	\$17,400
<b>Completion:</b> Credential/Certificate attainment of participants upon successful completion of training.	\$17,400
<b>Total:</b>	<b>\$174,000</b>

**Contractor Selection: Small Purchase \$100,000 to \$250,000 (Multiple bids)**

After receiving quotes from UEI (\$258,000), Summit College (\$209,940), and ATA College (\$174,000). The latter was chosen due to their more competitive and cost-

effective training quota provided. If approved, the contracted education training agreement will not exceed this amount.

**Target Populations:** The WIOA HVAC program targets individuals seeking employment in the heating, ventilation, and air conditioning (HVAC) industry by providing training and support for acquiring the necessary skills and certifications.

**Scope of Work:** The HVAC training program within the WIOA framework involves a comprehensive scope of work to prepare participants for careers in the HVAC industry. Participants will be recruited by the training provider and within our career center network and will undergo theoretical instruction on HVAC systems, including principles of heating and cooling, refrigeration, and system design. Practical training covers hands-on experience with HVAC equipment, troubleshooting, and installation practices. The program may also include safety training and certification to ensure participants are well-versed in industry standards and regulations. Upon completion, participants are equipped with the knowledge and practical skills necessary for entry-level positions in HVAC maintenance, repair, and installation.

**Background:**

HVAC training is crucial due to the increasing demand for skilled professionals in the heating, ventilation, and air conditioning industry. Investing WIOA funds in HVAC training addresses a growing workforce need, providing participants with specialized skills for sustainable and high-demand careers. By supporting this training, we contribute not only to individual career growth but also to the overall economic development of our community by fostering a well-equipped workforce in the Construction and Skilled Trades sector.

CET provides local boards the flexibility to contract directly with institutions of higher education or eligible training providers under certain conditions. Specifically, a local board may award a contract to an institution of higher education or other eligible training provider if the local board determines that it would facilitate the training of multiple individuals in high-demand occupations if such a contract does not limit customer choice. Direct contracts with institutions of higher education or eligible training providers allow local boards to quickly design training to fit the needs of both job seekers and employers.



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## Item 5: Adopt a Resolution to Clarify Contractual Authority and Scope

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### **INFORMATION ITEM - NO ACTION REQUIRED:**

Section 5.e. of the Partnership Agreement states that the responsibilities of the Consortium include...“Approve contract actions or delegate to SDWP the authority to approve contract actions for services provided pursuant to this Agreement, in accordance with Consortium policy.” In short, this provision appears to require the approval of one of *either* the Consortium or SDWP (not both) and is unclear as to the *type* of contract requiring approval (i.e. whether it is limited to a contract for “services” *only* or relate to all contracts for the “services provided pursuant to this Agreement”).

Furthermore, current management found that SDWP has been inconsistent in its past practices in entering into contracts. For example, it appears the accepted practice has been that contracts under \$100,000 were not submitted to either the Consortium or the Workforce Development Board (WDB) for approval. Yet, some contracts over \$100,000 appeared to not have been approved by the Consortium and/or WDB for unknown reasons.

Although management has located internal policies with respect to contractual authority, it is uncertain to what extent the Consortium has delegated any authority to the SDWP under Section 5.e. As a result of these uncertainties, current management has erred on the side of caution by obtaining approval for contracts in excess of \$100,000 from both the Consortium and the WDB. Management has also reviewed the procurement policies of other organizations for additional guidance.

With respect to the current approval process, management believes that the practice of obtaining approval from both governing boards can be inefficient and possibly inconsistent with the intent of Section 5.e. A possible solution is for the Consortium to formally adopt a resolution *expressly* delegating limited authority to the SDWP to enter into contracts up to a certain amount to be determined. The Directive on Procurement of Equipment and Related Services adopted by the California Employment Development Department (EDD) on March 14, 2018 (WSD17-08), applicable to WIOA subrecipients, contains a limit of \$250,000+ to be considered “formal”. This possibility was discussed at the last Policy Board meeting.

Formal and express delegation of authority and adoption of a higher threshold, in line with the related EDD Directive, will provide more certainty to SDWP management and staff. This will likely improve management’s efficiency in achieving its WIOA objectives. Such express delegation by the Consortium will not preclude the WDB from independently exercising its own board oversight duties.

Lastly, Section 5.e. is unclear as to what *types* of contracts are subject to approval. It appears intended to only apply to contracts that involve the use of government funds

obtained under WIOA, but also apply to goods (and not just services). While this interpretation would exclude contracts that are non-WIOA funded, it would also expand the scope of Section 5.3. to include contracts for goods that involve WIOA funds.

### **Proposals to Consider**

Pursuant to Section 5.3. of the Partnership Agreement, the Consortium has been asked to consider expressly delegating to the SDWP the authority to enter into contracts for goods and services that involve the use of WIOA funding of amounts below \$250,000 (or whatever threshold the Consortium elects) without prior approval from the Consortium. The Consortium is considering the threshold but has indicated it may require approval for contracts that involve non-WIOA related funds.

Management is also requesting clarification from the WDB on: (1) whether it desires to adopt a parallel or similar resolution authorizing SDWP management to enter into contracts under a threshold (perhaps similar to one adopted by the Consortium); and/or (2) whether WDB wishes to continue approving contracts that must also be approved by the Consortium.

Management believes adoption of a formal resolution by the Consortium and the WDB will remove uncertainty in management's ability to enter into contracts, allow SDWP to take actions under the WIOA more expeditiously, and reduce the workload and time spent by the Policy Board in approving smaller contracts.

Until such formal resolutions are adopted by Consortium and the WDB, management will continue to seek approval from both governing boards for all contracts over \$100,000, without exception.

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## Item 6: Veterans Working Group Update

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WDB Vice-Chair and Chair of new Working Group on Veterans Affairs, Jamie Gardner to provide an update on the status of the establishment of the new working group including:

- Initial core group identified to stand up a new working group
- Working meeting to be scheduled
- Scope of committee to be determined in coordination with SDWP

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## Item 7: Program Spotlight & Faces of Workforce: P2E

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

#### **Prison 2 Employment (P2E) program overview:**

- Initiated: 2020
- Total Value of Program: \$1.5M
- Funded by: California Workforce Development Board (CWDB)
- Participants year to date: 280
- Participants served in FY23: 30

**Prison 2 Employment Program Goal:** Increase job placements and career pathways for justice-involved in reentering the community to reduce recidivism and promote public safety.

**Faces of Workforce: Nashid Mateen,** Prison to Employment program participant, will share his career journey and how SDWP helped him in pursuing his career goals and overcoming his challenges. Mateen's journey took a positive turn when he was introduced to SDWP's P2E services.



The participant has a deep passion for software programming but faced barriers accessing the necessary resources to pursue his career goals because of his justice-involved status. It was through SDWP's P2E services that he discovered a supportive community that would profoundly impact his life. The P2E services not only welcomed the participant but also provided him with the opportunity to advance and improve his software programming skills. Through P2E, he received supportive services and training opportunities to learn a new coding language. This high-demand coding language promises to not only advance their career but also empowers them to share this skill with others and expand their knowledge.

Today, the participant is a key contributor to the production of a documentary called 'Prison2Success: Stories of Prosperity Thru Coding.' This documentary aims to shed light on the journeys of justice-impacted individuals as they navigate the road to a better future. It emphasizes the importance of rehabilitation and personal growth through learning coding and tech skills. The participant's commitment to creating a better future doesn't stop with the documentary. They have founded 'Hard Coded, LLC,' a company dedicated to empowering at-risk youth with coding skills. The participant firmly believes that through coding, these young individuals can break free from the cycles of adversity, seek new opportunities, and create lasting change in their lives.

This story is a testament to the power of second chances and the positive impact of the services offered by SDWP-P2E. Through determination, support, and a passion for coding, the participant is not only transforming their own life but also making a difference in the lives of others in their community.