



Policy Board Agenda

Date: Thursday, March 23, 2023
Time: 2:00 pm
Place: County Administration Building
1600 Pacific Highway, Room 302
San Diego, CA 92101

AGENDA ITEMS – OPEN SESSION:

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| Item 1: | Non-Agenda Public Communication | 2 |
| Item 2: | Minutes of the February 23, 2023 Meeting | 3 |
| Item 3: | Faces of Workforce – Impact Report | 6 |
| Item 4: | HRCC: Resilient Workforce Fund Award | 7 |
| Item 5: | Subrecipient Performance | 8 |

CLOSED SESSION:

- Item 6: 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)
- Item 7: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
(No additional information is required in connection with a closed session to consider discipline, dismissal, or release of a public employee. Discipline includes potential reduction of compensation.)

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.

Item 1: Non-Agenda Public Communication

Opportunity for members of the public to speak to the Policy Board on any subject matter within the Policy Board's jurisdiction but not an item on today's agenda.

Item 2: Minutes of the February 23, 2023 Meeting

Members Present

Monica Montgomery Steppe, Council President Pro Tem, City of San Diego, District 4 (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
Randall Sjoblom, Senior 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
Dennis Kingery, VP of Finance

Location

City Council Chambers, City Hall

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

None

Action Items

Item 1

Minutes of the August 28, 2022 Meeting

Motion: Board approves the meeting minutes.

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

Item 2

Minutes of the January 26, 2023 Meeting

Motion: Board approves the meeting minutes.

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

Information Items

Item 3

Organizational Update

Shannon presented an update on the JP Morgan Chase grant and an DOL investigation remanded to EDD regarding WIOA funds and severance packages. M. Montgomery Steppe asked about the timeline for the investigation. City counsel asked for the conversation to be deferred to closed session potentially or to be

discussed in a confidential legal memo to the Policy Board. Shannon also provided an update on the executive coach SDWP has procured and engagement sessions with key partners and community leaders. N. Sasaki asked for more data regarding SDWP's goals in comparison to the participant data Shannon presented. Shannon confirmed SDWP is working on a dashboard for the board to review such data. M. Montgomery-Steppe asked about SDWP's efforts regarding employee morale and if there was an anonymous feedback system for staff. Shannon affirmed that the organization has been committed to more transparency in all-staff meetings and is working on creating several avenues for staff to provide feedback including listening sessions and an anonymous feedback mechanism. N. Sasaki recommended the development of a whistle-blower policy, as is customary for non-profits. S. Elo-Rivera requested more involvement of the Policy Board in setting and approving the priorities in the strategic plan and goal-setting Shannon had mentioned as an upcoming project.

Item 4 **Faces of Workforce – Impact Report**

Deferred to the next meeting due to time constraints and insufficient time to review background material.

Action Item

Item 5 **Local & Regional Plan Approval**

Shaina presented on the update of the Local & Regional Plan previously approved in June 2021. Shaina provided an overview of the update process and synopses of both plans, along with the work done with Imperial County. S. Elo-Rivera noted his appreciation for the work on career development in non-linear career pathways. He asked for specifics on the updates to the plan. Shaina replied that the plan's research and regional indicators are updated, consideration of impending workforce-related and climate change legislation's impacts on industry was included, and the plan contains updates around SDWP's centralization of the Career Centers. M. Montgomery-Steppe ask how SDWP will be held accountable for the goals of the plan. Shaina replied that ideally the Local & Regional Plan is embedded within SDWP's strategic plan, which has annual goals. M. Montgomery-Steppe stated that she would like the plan to be something SDWP can compare performance to in the future. She also addressed concern that the plan mentions Title VII but not Title VI. Shaina will get back to the board on whether Title VI applies to WIOA.

Motion: Board approves the plan with the correction of Grant Associates being named in the plan, not KRA.

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

Information Items

Item 6 **Subrecipient Performance**

Deferred to the next meeting due to time constraints and insufficient time to review background material.

Item 7

Career Center Moves

Shaina presented impending moves of the South County and North County Career Centers. For the South County move, SDWP’s estimated total savings are \$244,314. The move should be complete in Fall 2023. SDWP is currently exploring new locations in North County. N. Sasaki asked if the SDWP expects to gain more clients due to the accessibility of a bus line in front of the building. Shaina replied in the affirmative. M. Montgomery Steppe requested more updates leading up to the move.

Item 8

HRCC: Resilient Workforce Fund Award

Deferred to the next meeting due to time constraints.

Item 9

FY21 Audit & Financial Update

Dennis provided a high-level summary of the annual budget and FY21 audit results. He provided a YTD budget overview including actuals and variance. Currently SDWP is forecasting an 11% increase over FY22. Dennis reviewed the results, findings, and process improvements in the FY21 audit. N. Sasaki asked what factors contributed to the audit being late. Dennis replied there were several challenges around turnover and lack of documentation systems. M. Montgomery-Steppe noted that in her 4 years on the board, all audits have received a clean opinion and the issues being raised in the FY21 audit seem to be long-term, internal control issues. She asked why they had not been identified previously. Dennis noted that SDWP’s auditor has been contracted for the past 3 years, and currently there is an open bid process to potentially get fresh eyes on the audit process. He also noted the turnover and lack of strong infrastructure within the Finance department. M. Montgomery-Steppe noted that the board will continue their involvement on this, and will be asking for consistent updates.

Adjournment: The meeting was adjourned at 3:23 pm.

Next Meeting: Thursday, March 23, 2023 at 2:00pm

Item 3: Faces of Workforce – Impact Report

INFORMATION ITEM – NO VOTE REQUIRED:

Our recently 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.

Item 4: HRCC: Resilient Workforce Fund Award

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 and the Equal Representation in Construction Apprenticeships award in the amount of \$2.7M to the Energy, Construction & Utilities (ECU) Team.

HRCC:

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.

ERiCA:

The Workforce Partnership was awarded two grants totaling \$2.7M from the California Department of Industrial Standards, Division of Apprenticeship Standards under their [ERiCA \(Equal Representation in Construction Apprenticeships\) competition](#). Funding was the second highest amount awarded across the state.

The funding will support women, non-binary and underserved communities interested in a rewarding career in the building and construction industry and is allocated as follows:

- \$2M in childcare supports provided directly to eligible pre-apprentices and apprentices in state-registered programs (MC3 Apprenticeship Readiness Program and union apprenticeship programs).
- \$700K for outreach & community building activities that include (but not limited to) mentorships, apprentice scholarships to attend the annual Women in the Trades Conference, and a competitive RFP process to fund local CBOs and JATCs in outreach work.

Item 5: Subrecipient Performance

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.