



Policy Board Agenda

Date: Wednesday, April 26, 2023
Time: 9:00 am
Place: City Hall
202 C St, San Diego, California 92101
City Council Committee Room - Floor 12

AGENDA ITEMS – OPEN SESSION:

Item 1: Non-Agenda Public Communication 3

Action Items:

Item 2: Minutes of the March 23, 2023 Meeting 4

Item 3: JPC Member Selection 7

Item 4: FY22 Audit Report 8

Item 5: Bank Authorization and Check Signatory 9

Informational Items:

Item 6: Program Update 10

Item 7: Finance Update 11

CLOSED SESSION:

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)

Item 10: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
Government Code Section 54957(b)

(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.)

Item 11: PUBLIC EMPLOYMENT

Government Code Section 54957(b)
Title: Executive Director of the San Diego Consortium

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 March 23, 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
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
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
Desiree Daugherty, VP of Customer Experience

Location

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

Non-Agenda Public Comment

Item 1

Non-Agenda Public Communication

Francine Maxwell commented on staffing & diversity, internal, and legal concerns.

Action Items

Item 2

Minutes of the February 23, 2023 Meeting

Motion: Board approves the meeting minutes.

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

Information Items

Item 3

Faces of Workforce – Impact Report

Desiree presented SDWP's Annual Organization Report. The report includes data from SDWP's work and stories of the people and businesses served alongside the impact SDWP's programs make in the community. The web version of the report is now available. N. Sasaki requested participant diversity and job retention data.

Item 4

HRCC: Resilient Workforce Fund Award

Parina presented on SDWP's recent \$6M awarding of the High Road Construction Careers Resilient Workforce Fund and \$2.7M awarding from the Equal Representation in Construction Apprenticeships competition. The funds allow for direct stipends for childcare.

Nancy asked for quantification of how many hours of childcare the \$5k in allocated funds will cover. Parina responded that it is dependent on the childcare situation, full-time vs part-time, and each participant's unique needs. The contract has yet to be received by SDWP, which will include details of the childcare funding and whether the funding will be \$5k per participant or \$5k on average. T. Lawson-Remer noted the success of the programs, thanked the team for their work, and highlighted the importance of assisting participants with childcare. M. Montgomery-Steppe thanked SDCCE for building a successful program and inquired about the selection process. Parina noted that the recruiting and onboarding for the programs is conducted by SWC and SDCCE and as the program expands to other training providers in the region that SDWP would like to centralize oversight of those activities to ensure a consistent customer experience. M. Montgomery Steppe asked why SDWP is interested in centralizing administration. Parina responded that she believes selection will not be impacted by centralization of contract and fiscal management of the programs, SDWP can ensure consistency in data and quality, and take the burden of that off our partners. M. Montgomery Steppe stated her concern in centralizing processes affecting equitable outcomes.

John Bradford and Andre Sevilla commented on the HRCC program.

Item 5

Subrecipient Performance

Shaina discussed the process for monitoring and analyzing subrecipient performance. Subrecipients are held to the standards that SDWP is held to by WIOA and EDD including program outcomes, fiscal management, and contract management. Shaina noted the post-pandemic challenges in serving youth, and the CalJobs system's steep learning curve, and effects of staff turnover. SDWP is currently seeing improvements with all subrecipients.

T. Lawson-Remer stated that it would be helpful to include percentage data on how much funding each subrecipient represents within SDWP's overall portfolio of work.

She noted that SDWP and SDCCE share a common mission and the programs discussed are vital to our community. She appreciated hearing from the students of the Gateway program and the positive impact it has made on their lives. She suggested the consideration of bringing in an external mediator. N. Sasaki appreciated the participants for sharing their experiences. She stated she would have appreciated more transparency than just the data and statistics. She does not want to learn about the issues for the first time from those most affected by potential reduction in funding. S. Elo-Rivera thanked those that made public comments and appreciates their advocacy. M. Montgomery-Steppe expressed her concern with SDWP restructuring the HRCC program operations and selection. T. Lawson-Remer also shared her concerns and desire to structure contracts to meet the needs of the community. She continued that there is space to work with education partners to determine what success metrics would best serve the community.

Laurie Coskey, Dr. Shakerra Carter, and Dr. Tina King commented on SDCCE's work.

Frita Martinez-Jimenez and Alfredo Barrio commented on the Gateway program.

Francine Maxwell commented on data accuracy.

Adjournment: The meeting was adjourned at 3:32 pm for closed session.

Next Meeting: Thursday, April 26, 2023 at 9:00am

Public comment forms to be posted on SDWP's website as an attachment to the minutes.

Item 3: JPC Member Selection

ACTION ITEM – VOTE REQUIRED:

As part of SDWP’s Partnership Agreement with the Policy Board, it requires that we “maintain with SDWP a joint personnel committee charged with selecting, evaluating, and recommending compensation of the CEO. The committee shall consist of six (6) members; three (3) members of the Consortium (Chair, Vice Chair, and appointee) and three (3) members of SDWP (Chair, Vice Chair, and appointee).”

At the April 20, 2023 Workforce Development Board meeting the members were identified as:

- Rick Vaccari (Chair), VP of Investor Relations and Pensions (retired), Sempra Energy
- Jamie Gardner (Vice Chair), Director of Talent Acquisition & Employer Branding, Watkins Wellness
- Carol Kim (Appointee), Business Manager, San Diego Building & Construction Trades Council
- Efreem Bycer (Alternate) Senior Lead Manager, Public Policy and Economic Graph, LinkedIn

Action: Discussion and selection of the Policy Board Appointee representative for the Joint Personnel Committee (JPC).

Item 4: FY22 Audit Report

ACTION ITEM – VOTE REQUIRED:

Background:

San Diego Workforce Partnership engaged Rogers, Anderson, Malody & Scott LLP (RAMS) to perform its financial statement and single audit for fiscal year ending June 30, 2022. The Workforce received an unqualified (clean) opinion on its financial statements. The compliance review for Federal funds identified two deficiencies and a material weakness which were the same as identified in the prior audit. Those items were addressed immediately upon discovery following the prior year's audit which was completed after the end of fiscal year 2022 in September 2022. The Workforce Development Board and its Audit Committee have received and approved the audit.

Recommendation:

Policy Board to approve the FY2022 Basic Financial Statements and Audit Report from Rogers, Anderson, Malody & Soctt, LLP (RAMS).

Item 5: Bank Authorization and Check Signatory

ACTION ITEM – VOTE REQUIRED:

Background:

Due to staff changes, San Diego Workforce Partnership needs to update the named individuals authorized to conduct its banking business with US Bank. This authorization includes the ability to enter into deposit account, funds transfer, or treasury management service agreements with the bank, and to authorize individuals to withdraw funds, initiate payment orders, execute service agreements, and otherwise give instructions on behalf of a company with respect to its deposit accounts and treasury management services.

Recommendation:

It is recommended that the board authorize Dennis W. Kingery (Vice-President of Finance) and Carlynne Yu (Controller) to serve as San Diego Workforce Partnership's Contracting Officers, Authorized Signers, and individuals responsible for Funds Transfer Authorization for all three SDWP bank accounts at US Bank.

Item 6: Program Update

INFORMATION ITEM – NO VOTE REQUIRED

Shaina Gross, VP of Client Services, Parina Parikh, VP of Sector Initiatives, and Desiree Dougherty, VP of Customer Experience to provide follow-up to questions from the previous meeting and an update on SDWP's programs and community engagement activities.

Item 7: Finance Update

INFORMATION ITEM – NO VOTE REQUIRED

Dennis Kingery, VP of Finance, to provide a financial update.