

Minutes of the April 20, 2023 WDB Meeting

Members Present

Rick Vaccari, Chair
Phil Blair
Efrem Bycer
Veronica Delarosa
Jamie Gardner
Shandon Harbour

Jeff Noyes
Kurling Robinson
Aida Rosa
Ed Hidalgo
Kevin Johnson
Carol Kim

Mimi Rosado
Althea Salas
Ricky Shabazz
Annie Taamilo
Jeremy Vellón

Members Absent

Risa Baron
Christina Bibler
Bridgette Browning
Danene Brown

Matt Doyle
Brisa Johnson
Matt Martin

Kevin Johnson
Nancy Smith-Taylor
Carmen Summers

Staff Members Present

Khaleda Atta, Chief Programs Officer

Shaina Gross, VP of Client Services

Parina Parikh, VP of Sector Initiatives

Dennis Kingery, VP of Finance

Claudia Huerta, VP of Business Engagement

Desiree Daugherty, VP of Customer Experience

All reports, memoranda and letters contained in the agenda or distributed during open session shall by this reference become part of the original minutes.

Item 1 CLOSED SESSION

Call to Order

Open session was called to order by Rick Vaccari, at 8:52 a.m. with a quorum.

Non-Agenda Public Comment

Natallie Rocha inquired about the CEO search.

Action Items

Item 2 Minutes of the December 1, 2022 Meeting

Motion: WDB approves the resolution.

Moved (P. Blair), Seconded (M. Rosado), Carried unanimously

Item 3 Minutes of the February 16, 2023 Meeting

Motion: WDB approves the resolution.

Moved (V. Delarosa), Seconded (J. Gardner), Carried unanimously

Information Item

Item 4 Organizational Update

Khaleda Atta, Workforce Partnership's new Chief Programs Officer, introduced herself and discussed her background and experience. Althea Salas updated the board on the interim CEO recruiting process.

Action Items

Item 5 WDB Vice Chair Selection

Rick announced that Althea Salas will be stepping down as Vice Chair. Jamie Gardner has been brought forward as a nominee.

Motion: WDB approves the nomination of Jamie Gardner as Vice Chair of the WDB.

Moved (A. Salas), Seconded (P. Blair), J. Garner abstained

Item 6 JPC Member Selection

Rick discussed the functions of the Joint Personnel Committee (JPC) and representation of the WDB in the permeant CEO search. The Chair and Vice Chair are members of the Committee per WDB bylaws. Carol Kim has been brought forward as a nominee for the third WDB representative on the Committee, and Efrem Bycer as the alternate.

Motion: WDB approves the JPC members and alternate.

Moved (J. Vellón), Seconded (J. Gardner), C. Kim abstained

Item 7 FY22 Audit Report

Dennis presented the FY22 Audit Report results and findings. SDWP received clean opinion of the organization's financial statements and addressed findings and material weaknesses with updated procedures and internal controls.

Motion: WDB approves the FY22 Audit Report.

Moved (P. Blair), Seconded (K. Robinson), Carried unanimously

Item 8 Bank Authorization & Check Signatory

Dennis discussed the proposal to authorize the VP of Finance and Controller positions to serve as SDWP's contracting officers, authorized signers, and be responsible for fund transfer authorization for SDWP's bank accounts. K. Johnson and R. Vaccari expressed concerns over a lack of dual signatories on SDWP's checks.

Motion: WDB approves the bank authorization and check signatory, provided SDWP staff bring a policy to the board at the next meeting for an updated dual-signatory process.

Moved (K. Robinson), Seconded (C. Kim), Carried unanimously

Information Items

Item 9 Financial Update

Deferred due to lack of time.

Item 10 Program Update

Shaina and Parina highlighted \$24M+ in new grants awarded to SDWP for healthcare, public administration, and ECT sectors, SDWP's Prison2Employment program, foster youth programs, and older adult workforce focused programs. K. Johnson expressed his interest in collaborating on the recruitment for the programs funded by the ERiCA grant. J. Gardner emphasized the importance of recruiting veterans for the ICT programs. M. Rosado and A. Taamilo expressed their interest and desire to collaborate on such efforts.

Adjournment

Rick Vaccari adjourned the meeting at 9:43 am.