



Workforce Development Board (WDB) Agenda

Date: Thursday, September 14, 2023
Time: 11:00 a.m. — 12:00 p.m.
Place: 9246 Lightwave Ave, Suite 100, San Diego, CA 92123

Via Zoom: <https://workforce-org.zoom.us/j/84302853487>
Meeting ID: 843 0285 3487
Passcode: 405113

Instructions for Public Meetings

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

Welcome

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

Agenda Items

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Next Meeting: October 12, 2023 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.

Item 1: Approval of the July 11, 2023 minutes

ACTION ITEM – VOTE REQUIRED

Minutes of the June 11, 2023 WDB Meeting

Members Present

- | | | |
|-------------------------|----------------------|------------------------------|
| 1. Aida Rosa | 7. Efrem Bycer | 13. Phil Blair |
| 2. Althea Salas | 8. Jamie Gardner | 14. Rick Vaccari, Chair |
| 3. Brigette Browning | 9. Jeffrey Noyes | 15. Ricky Shabazz (Via Zoom) |
| 4. Carmen Summers | 10. Jeremy Vellon | 16. Veronica Dela Rosa |
| 5. Carol Kim (Via Zoom) | 11. Kevin Johnson | |
| 6. Christina Bibler | 12. Kurling Robinson | |

Members Absent

- | | | |
|------------------|------------------------|---------------------|
| 1. Annie Taamilo | 5. Matt Martin | 9. Risa Baron |
| 2. Brisa Johnson | 6. Matt Doyle | 10. Shandon Harbour |
| 3. Danene Brown | 7. Noemi "Mimi" Rosado | |
| 4. Ed Hidalgo | 8. Nancy Smith-Taylor | |

Call to Order

The meeting was called to order by Rick Vaccari at 8:12am with a quorum met.

Non-Agenda Public Comment

None

Action Item

Item 1: Minutes of the June 15, 2023 Meeting

Motion: WDB approves the meeting minutes

Moved (F. Blair), Seconded (J. Gardner), Motion carried, with E. Bycer, J. Noyes abstained.

Item 2: 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 introduced Tony Young (Interim CEO Candidate) to the Board members. T. Young expressed his excitement and passion in this role. He also, shared his

experience and vision in building better partnerships with the WDB members and the City of San Diego to achieve the Workforce partnership's mission and vision.

Motion: WDB approves Employment Agreement for Tony Young

Moved (F. Blair), Seconded (K. Robinson), Carried Unanimously

B. Browning outlined the CA Economic Resiliency Fund (CERF) - Regional Plan for Southern Border Region regional project and its planning process. The regional plan includes two (2) parts. Part one (1) presents a snapshot of socio-economic conditions in the region: mapping stakeholders, providing a regional summary, and conducting analyses. Part two (2) establishes a forward-looking economic development and transition roadmap using the information obtained in Part one (1). B. Browning proposed the project to be discussed at the next WDB meeting to nominate a participant on behalf of the San Diego Workforce Partnership to participate and collaborate along with other community partners to develop a vision and specific regional goals for creating a High Road economy that is sustainable, inclusive, and equitable.

C. Bibler also shared that a new Economic Development Strategy was adopted by the San Diego City Council on Tuesday, May 16th which will cover the remainder of 2023 thru 2026. This Economic Development Strategy (EDS) guides the City's economic development efforts for a three-year period and outlines specific strategic and tactical objectives that provide guidance to City Departments on actions and policy decisions to support the business community in the creation of new jobs, especially middle-income jobs. C. Bibler asked that her team at the City of San Diego Economic Development Department presenting the EDS in the next WDB meeting.

C. Kim, J. Gardner, and R. Shabazz then discussed the status of the selection process for the next permanent CEO. J. Gardner agreed to provide a presentation in the next meeting to outline the process of permanent CEO selection for comment by the WDB which will also then be presented to the Policy Board. R. Shabazz shared an idea of organizing a reception before or after the WDB meeting to allow all interested staff and external funders to participate more in-depth discussions with the permanent CEO candidates. C. Kim, also, asked to provide more space to the Workforce partnership's staff participation in the permanent CEO selection and interview process and provide their feedback to the JPC Committee in-part of creating more collaborative engagement environments.

WDB members discussed the Bylaws, board membership requirements and terms. R. Vaccari (board chair) to provide an overview on the Bylaws, board membership term and board demographics at the next WDB meeting.

Adjournment

R. Vaccari adjourned the meeting at 8:37 am.

Item 2: HQ Lease Renewal

ACTION ITEM – VOTE REQUIRED

Recommendation:

That the San Diego Workforce Partnership (SDWP) Board of Directors authorize the Interim President & CEO to sign the first amendment to the existing lease between CRP-3 Spectrum, LLC and SDWP for the HQ location at 9246 Lightwave Avenue, San Diego, CA 92123, for a 40-month extension effective Jan 1, 2024.

Background:

San Diego Workforce Partnership (SDWP) signed a lease agreement with CRP-3 Spectrum, LLC for the HQ location in July of 2018. At the time, SDWP leadership concluded 9246 Lightwave Ave. was the best option for the corporate office. Previous executive, A. Hall cited the significant reduction of rental rate and a projected savings over the 5-year lease term as factors in the decision. The reduction in exposure to expense realized by a shortened lease term and a decrease in square footage also contributed to the decision to move from the prior location at University Avenue.

The first amendment is between SDWP and the Landlord and extends the term 40 months to March 31, 2027, with 4 months free and tenant improvement allowance of \$388K (up to 50% on furniture). Upon commencement of this amendment, the base rental rate will be \$2.90 per square foot with an estimated 3% base rent increase annually. There is a cost savings of \$.25 per square foot from the previous agreement.

The landlord provided SDWP with a tenant improvement allowance of \$388,760 (which is \$20.00 per square foot of rentable area of the Premises). The landlord also agreed to allow SDWP the ability to convert free rent to TIA.

FISCAL IMPACT

Current Lease Agreement (Base Rent)			
Year Begin	Cost /SF/Mo	Cost per Month	Ttl Annual Cost
12/1/2018	\$ 2.80	\$ 54,426.40	\$ 653,117
12/1/2019	\$ 2.88	\$ 56,059.19	\$ 672,710
12/1/2020	\$ 2.97	\$ 57,740.97	\$ 692,892
12/1/2021	\$ 3.05	\$ 59,373.20	\$ 712,478
12/1/2022	\$ 3.15	\$ 61,257.40	\$ 735,089

Proposed Lease Agreement (Base Rent)			
Year Begin	Cost /SF/Mo	Cost per Month	Ttl Annual Cost
1/1/2024	\$ 2.90	\$ 56,370.20	\$ 676,442
1/1/2025	\$ 2.99	\$ 58,061.31	\$ 696,736
1/1/2026	\$ 3.08	\$ 59,803.15	\$ 717,638
1/1/2027	\$ 3.17	\$ 61,597.24	\$ 739,167

Comparison between current rent and proposed agreement.

Property	Base Rent per sq ft	Size	Monthly Base Rent	Annual Cost	Annual Cost Savings from Current
Current	\$ 3.15	19,438	\$ 61,257.40	\$ 735,089	
Proposed 40-Month	\$ 2.90	19,438	\$ 56,370.20	\$ 676,442	\$ 58,646.40

Base rate and annual rent increase comparisons

The proposed lease rate and annual base rent increases are competitive for the San Diego region as referenced in the table below:

Location	Amendment Rate Per Square Foot	Annual Base Rent Escalation
9246 Lightwave Avenue	\$2.90	3%
Comparative Locations	Rate Per Square Foot	Annual Base Rent Escalation
4660 La Jolla Village Drive	\$3.50	4.50%
9909 Mira Mesa Boulevard	\$2.85	3%
5015 Shoreham Place	\$3.25	3%
5887 Copley Drive	\$3.75	3%
9201 Spectrum Center Boulevard	\$3.05	3%
9640 Granite Ridge Drive	\$2.95	3%
2365 Northside Drive	\$2.80	3%

Item 3: Sector Initiatives: High Road Construction Careers: Resilient Workforce - New Contract Recommendations

ACTION ITEM – VOTE REQUIRED

Recommendation:

That the WDB and PB authorize Workforce Partnership staff to issue new contracts funded by High Road Construction Careers: Resilient Workforce Funding (HRCC: RWF).

The specific contracts are as follows:

Contractor	Amount	# Participants	Cost Per Person
San Diego Continuing Education Foundation	\$371,260.80	48 served, 39 trained	\$7750
Southwestern College/Foundation	\$371,260.80	48 served, 39 trained	\$7750
San Diego Building & Construction Trades Council	\$546,156.00	74 placed	\$7380
Contract Outcomes (determined by California Workforce Development Board contract 7/18/23)			
For Training Providers:			
<ul style="list-style-type: none"> • Funding covers 2 cohorts (cohort cap: 24) for a maximum of 48 students • 80% of enrolled individuals complete training and earn MC3 and other industry recognized certifications • Delivery of weekly stipends, supportive services, and other resources are tracked in SGDS (State Grants Data System) and entered no later than 7 days after service delivery 			
For SDBTC:			
<ul style="list-style-type: none"> • Hire, train, certify Instructor for each Training Provider location and MC3 Program Lead • Ensure 96% of all completed individuals receive placement (apprenticeship, employment, post-secondary education) 			

Contract Term: September 1, 2023 – June 30, 2024

New contract or renewal: New

Option Years: Available based on performance and funding.

Contract Payment Terms: Cost Reimbursement

HRCC: RWF Program Design & Regional Expansion:

As the demand for construction workers has grown alongside demand for the program, SDWP and SDBTC determined that under HRCC: RWF funding, the Apprenticeship Readiness Collaborative (ARC) must increase access to the program through expanding the number of MC3 Providers across the County from one to four. With locations across the region (in Central, South, East, and North San Diego County), this promotes greater access to the MC3 opportunity and increases the likelihood that an individual can enroll in a program closer to home, also removing extreme transportation barriers. At the same time, cohort scheduling, size, and cadence must align with industry need and opportunities available to ensure placements are available within apprenticeship programs and with signatory contractors. This and other adjustments to the MC3 Program and its delivery were made with an eye on uniformity to ensure equity across MC3 programs no matter where an individual is placed (examples: cohort cap size of 24 to promote safety and participation opportunity; uniform program hours & certifications for full-time and part-time program offerings).

The total grant period for HRCC: RWF runs through July 2025. ARC has carefully scaffolded the scaling of the Apprenticeship Readiness Program to consider industry need, regional availability of a program, and development time for a new provider.

HRCC: RWF Outcomes	# of Participants
Enrolled	288
Completed (MC3 Earned)	224
Placed (Apprenticeship)	214
Placed (Post-Secondary Ed)	71

The following is a high-level overview of the approved training providers. Based on the proprietary nature of the MC3 curriculum alignment with CWDB's High Roads initiative, these entities have been approved as a Sole Source by the California Workforce Development Board (CWDB). In the future, SDWP will bring forth additional subcontracts for approved training providers under HRCC: RWF.

Cohort numbers, size, and frequency are subject to change based on performance, re-certification of program by SDBTC, and availability of funding.

San Diego Continuing Education Foundation: 5 cohorts

Southwestern College: 4 cohorts

Vista Unified School District: 3 cohorts (*pending CWDB modification*)

Grossmont-Cuyamaca College District: 3 cohorts (*pending District selection of college*)

Scope of Work: The [Apprenticeship Readiness Program \(ARP\)](#) is a multi-week program (8 (FT) - 16 (PT) weeks) that prepares pre-apprentices to launch successful careers as construction apprentices and upon successful completion, individuals earn their MC3 (Multi-Core Craft Curriculum), OSHA (Occupational Safety and Health Administration), CPR, First Aid, MEWP (Mobile Elevated Worker Platform), and AutoCAD certifications, in addition to learning other industry-recognized skills that are

critical to a career in the trades. Throughout their program journey, students receive career exploration with job site visits, meetings with unions and signatory contractors, and post-program placements.

San Diego Continuing Education Foundation and Southwestern College and its Foundation will serve as two of the four California Workforce Development Board and San Diego Building & Construction Trades Council approved training providers to deliver the ARP. They will receive enrolled individuals from SDWP and enroll them in CCC (CA Community College) Apply (to connect to college resources), host the ARP and deliver training, including college & career readiness, support outreach efforts to their unique communities, and promote retention through the duration of the program by delivering supportive services and stipends to participants. Training providers are responsible for tracking key data with support from SDWP.

San Diego Building & Construction Trades Council hires and certifies the region's MC3 Program Lead and Instructors to ensure they meet the requirements established by North America's Building Trades Union (NABTU), TradesFutures, and Apprenticeship Readiness Collaborative (ARC). Staff under SDBTC will be responsible for curriculum & program development, instruction, assessment, mentoring, and post-program placements in union apprenticeship programs and/or with signatory contractors.

Background:

The Workforce Partnership was awarded its first HRCC grant in 2020 under SB1 funding from CWDB, which established the Apprenticeship Readiness Collaborative (ARC, the partnership framework) and the Apprenticeship Readiness Program (ARP, the MC3 program) under the High Roads initiative. SDWP served as fiscal agent and worked in close collaboration with the San Diego Building Trades Council (who was unfunded during the last term) to create ARC and launch the program with one training provider: San Diego Continuing Education Foundation.

SB1 funding was placed under WIOA funding restrictions, meaning all reporting was done through CalJobs. Under this previous grant term, SDWP contracted out a majority of responsibilities to the singular training provider: SDCEF.

Training provider subcontracts now focus on the delivery of the educational components, delivering supportive services and stipends, and supporting data entry and outreach (versus holding sole responsibility before). There will be one program application for the ARP in San Diego, managed by SDWP, with training providers given a unique trackable application code for their outreach. Enrolled individuals will now have a choice, electing a preference in MC3 program based on training provider location, program schedule, or other personal preferences. SDWP expects to bring the other MC3 training providers' subcontracts to board approval in the fiscal year.

SDBTC will now be funded for their efforts to hire, certify, and maintain quality control over MC3 instructors and programs (both funded by HRCC and by other sources) and for participant placement efforts in union apprenticeships and on the job with signatory contractors.