

Workforce Development Board (WDB) Agenda

Date: Thursday, February 15, 2024
Time: 12:00 p.m. — 2:00 p.m.
Place: 9246 Lightwave Ave, Suite 100, San Diego, CA 92123
Zoom: <https://workforce-org.zoom.us/j/83389191621>
Meeting ID: 833 8919 1621

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:

Action Item:

Item 1: Approval of the January 11, 2024 Minutes

Information Item:

Item 2: SDWP Organizational Updates

Item 3: WDB Chair Updates

Action Item:

Item 4: WDB Officers Nomination and Election Process

Item 5: South County Career Center Lease Renewal

Item 6: Sector Initiatives-High Road Construction Careers (HRCC): Resilient Workforce Subagreement

Information Item:

Item 7: Proposal for Amendment to SDWP Organizational Bylaws

Item 8: FY24 Mid-Year Budget Update

Agenda Items – 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)

Next Meeting: March 14, 2024, 12:00 p.m. – 2:00 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 January 11, 2024 Minutes

Minutes of the January 11, 2024 WDB Meeting

Members Present

- | | | |
|---------------------|----------------------|--------------------------|
| 1. Aida Rosa | 7. Efrem Bycer | 13. Phil Blair |
| 2. Brisa Johnson | 8. Jeffrey Noyes | 14. Rick Vaccari, Chair |
| 3. Carol Kim | 9. Jeremy Vellon | 15. Ricky Shabazz |
| 4. Christina Bibler | 10. Kevin Johnson | 16. Tina King (Via Zoom) |
| 5. Danene Brown | 11. Kurling Robinson | 17. Veronica Dela Rosa |
| 6. Dora Mendivil | 12. Matt Martin | |

Members Absent

- | | | |
|------------------|------------------|-----------------------|
| 1. Annie Taamilo | 3. Gina Lee | 5. Matt Doyle |
| 2. Ed Hidalgo | 4. Jamie Gardner | 6. Nancy Smith-Taylor |

Staff Members Present

Tony Young, Interim President, and CEO

Khaleda Atta, COO

Minola Clark Manson, Director of Workforce Development (Health)

Nick DeVico, Director of Youth Programming

Miguel Vasquez, VP of Client Services

Call to Order

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

Non-Agenda Public Comment

C. Bibler shared her updates on the City of San Diego Economic Development Department as well as her participation at the OECD – OCDE City Network on Jobs and Skills, in Paris, discussing digital skills and digital inclusion. She represented both SDWP and the City of San Diego and highlighted several programs in San Diego that drive inclusive growth in San Diego County.

Action Item

Item 1:

Minutes of the December 7, 2023 Meeting

Motion: WDB approves the meeting minutes

Moved (J. Vellon), *Seconded* (K. Robinson), Motion carried, A. Rosa, C. Bibler, E. Bycer, and J. Noyes abstained.

Information Item

Item 2:

SDWP Organizational Updates

SDWP's organizational updates covered various topics including operational and staffing updates, corporate governance, WDB's officers' nomination and election process, programmatic updates, EDD Audit for FY2023, and the upcoming 40th Annual Economic Roundtable event.

T. Young highlighted the recent resignation of Parina Parikh, VP of Sector Initiatives and T. Young shared that SDWP supported her decision and wished her best in her endeavor. Additionally, he stated that the internal structure of the department is under review and that the organization will not fill the vacant position immediately.

He shared that the organization is actively recruiting for an open position for a director to support the Client Services team in overseeing SDWP's Career Centers. He noted that the organization is identifying ways to add more resources to the career navigation frontline group.

T. Young mentioned that the FY23 Programmatic and Fiscal EDD audit has been completed, resulting in no findings.

He stated that SDWP's FY23 Annual Report will be released within the next ten (10) days to showcase the organization's achievements and progress over the past year.

Additionally, T. Young reminded the Board of the upcoming 40th Annual Economic Roundtable for San Diego County event on January 19, 2024. He shared that he will be a guest speaker and invited all WDB members to join the event at the University of San Diego.

Operationally, T. Young shared that the organization is finalizing the lease agreement for the South County Career Center and that the lease will be presented at the next WDB meeting to allow the Board to discuss and vote on.

The latest cohort, funded by CWDB, of the Apprenticeship Readiness Program (ARP), operated through the Sector Initiatives Department, celebrated its graduation on December 14, 2023. An audience filled with family, friends, representatives from SDWP, SD Building Trades Council, and employer partners like Parsons and Clark Construction were in attendance.

Along with SDWP General Counsel, A. de Castro, T. Young overviewed their efforts in refining processes and procedures related to the corporate governance.

A. de Castro discussed the importance of good corporate governance and best practices in electing WDB's annual officers such as the Chair, Vice Chair, Secretary, and Treasurer. He added that the bylaws specify that the officers should be elected openly, with a transparent process to ensure compliance with the Brown Act requirements. The suggestion was made for interested members to submit their qualifications for transparency. The Board acknowledged the need for a formal vote, possibly during the next meeting, and mentioned upcoming discussions with the Executive Committee members to finalize the process.

P. Blair inquired about the process of nominating WDB's officers and the Executive Committee role in the election.

C. Kim requested more clarification about the WDB's officers' nomination and election process as both Secretary and Treasurer position were filled two (2) months ago and whether these positions will be included in the process.

T. Young highlighted SDWP's plans for extensive community outreach to address concerns, identify partners, and engage stakeholders.

Additionally, the initiation of the process of new strategic plan was discussed, aiming to involve internal staff, the Board, and stakeholders in the spring.

J. Vellon inquired about the placement rates for graduates from the Apprenticeship Readiness Program. He expressed his interest in ongoing updates to assess improvements made to enhance placement outcomes.

Item 3: Program Spotlight & Faces of Workforce: Peer Support Specialist Program

M. Clark Manson, Director of Workforce Development, along with S. Ramirez Medina, Program Specialist, provided an overview about the Healthcare Sector and the Peer Support Specialist Project. The program focuses on providing access to sustainable wage jobs in healthcare for underrepresented individuals.

M. Clark Manson added that SDWP receives funding from various funding sources, including grants and contracts from organizations like Kaiser, JP Morgan Chase, the California Workforce Development Board (CWDB), DOL, and Department of Rehabilitation.

The Peer Support Training Project is funded by the State Assembly for \$5 million. It aims to assist individuals in becoming peer support specialists. These specialists have lived experience and seek to build a career supporting others in their recovery.

S. Ramirez Medina mentioned that the project offers a no-cost 80-hour certification training required for the State Exam and covers registration and exam costs, totaling over \$200.

Additionally, participants have the opportunity for a paid internship to receive support for job training and placement through job readiness training. Michael Henry was introduced and highlighted as a success story from the program.

M. Henry shared his journey of discovering the Peer Support Training Program with the Board. He emphasized the transformative impact of the Peer Support Training Program provided by SDWP with NAMI. He expressed his gratitude for the support, tools, and resources he received during the program.

M Henry highlighted the importance of resume building and interview preparation, recognizing the program as a winning ticket for individuals like him aiming to navigate the workforce successfully. He conveyed deep gratitude for the opportunities provided by the program and expressed pride in being part of the peer support profession.

P. Blair inquired about the minimum wage and employability for this profession. T. King inquired about whether there is a cap or if there is room for more participants. M. Manson Clark indicated that there is still room for additional participants and the program remains open for further engagement.

R. Shabazz added that these certificates are a feeder to associate degrees which lead eventually to higher education and higher pay. B. Johnson shared barriers that individuals with systemic racism and/or previously incarcerated are dealing with and highlighted the importance of resume building and interview preparation to overcome these barriers.

Action Item

Item 4:

Adult and Dislocated Worker WIOA Funding Transfer

M. Vasquez presented the proposal to authorize a transfer request with the EDD for a revision of the award allocation for Adult and Dislocated Workers with a 75% Adult fund and 25% Dislocated Workers business ratio.

The purpose of this transfer is to align the fund allocation with the services the organization provides.

Motion: WDB approves and authorizes a transfer request for EDD award allocation with 75% Adult and 25% Dislocated Workers *Moved (P. Blair), Seconded (R. Shabazz), Motion carried Unanimously*

Item 5:

Live Well Southeastern San Diego Internship Program

M. Vasquez presented the proposal and recommended that the Board authorizes the renewal of the sub-recipient agreement for the Live Well Southeastern San Diego Internship program with Access for the amount of \$208,135.

He added that the program is funded by the County of San Diego Health and Human Service Agency. The program serves youth aged 18 to 24 and provides intensive work readiness training, covering skills such as resume preparation, interviewing, and soft skills.

The program's aim is to connect participants to subsidized internships, training, and educational opportunities, preparing them for future employment.

K. Johnson inquired about the program's outcomes and goals. N. DeVico replied with more in-depth information outlined the scope of work for this program.

The Board also inquired about the efforts to find dislocated workers and follow-up measures for participants after the training period. M. Vasquez highlighted his team's outreaching efforts to those who need these services.

Motion: WDB approves and authorizes SDWP's management to execute the renewal of this contract.
Moved (C. Kim), Seconded (P. Blair), Motion carried Unanimously

Item 6:

Conrad Prebys Healthcare and Youth Workforce Initiative – Welcome to Healthcare Careers Program

M. Vasquez presented the proposal and recommended that the Board approves and authorizes the execution of a new contract with Access, Inc. for \$200,000 funded by the Conrady Prebys Foundation.

He mentioned that this fund is designated for youth services targeting 75 participants aged 16-26.

The Collaboration with Access focuses on intensive work readiness training, including healthcare-specific elements, with the goal of placing at least 50 participants in jobs. The contract aims to enhance youth employability and the details of the deliverables and outcomes are provided in the agenda packet.

E. Bycer inquired about the contractor capacity in the healthcare field, as the contractor is specialized in providing services to youth in general not in healthcare specifically, and the grant full amount.

N. DeVico explained the reason in contracting with Access to provide services in the healthcare, he added that SDWP's Sector Initiatives team will collaborate with Access to build a robust program to help the program's participants.

P. Blair discussed the potential impact on future funding and the importance of achieving the placement goals. M. Manson Clark replied with more clarification.

V. Dela Rosa highlighted the opportunity for more collaboration in the healthcare field through her entity at the San Ysidro Health.

B. Johnson inquired about the demographic breakdowns to better understand the impact on San Diego's diverse population. The Board emphasized the need for follow-up on the program outcomes and success stories.

Motion: WDB approves new contract proposal with Access and authorizes SDWP management to execute the contract
Moved (D. Mendivil), Seconded (E. Bycer), Motion carried Unanimously

Item 7:

Proposal to Adopt a Resolution to Clarify Contractual Authority & Scope

As the proposal was brought as an informational item and discussed during the last WDB meeting, A. de Castro summarized the resolution. He added that this is to delegate SDWP's management under the CEO's supervision the authority to enter and execute contracts of \$250,000 or below without seeking the Board approval.

P. Blair emphasized the importance of regular updates on contracts and programs regardless of the funding amount to ensure transparency and avoid surprises.

T. Young highlighted the internal staff efforts on developing an internal policy for providing updates on contracts and programs and that these updates will be shared periodically.

E. Bycer inquired about the percentage of existing contracts under \$250,000 that will no longer be subject to the Board approval. K. Atta shared the percentage of contracts within the last two years. She added that the main reason of this resolution is to bring clarity to the applicable stakeholders as well as to the internal procurement policy.

Motion: WDB approves and authorizes SDWP management under the CEO's supervision to approve and execute contracts of \$250,000 or below without seeking approval from the Board
Moved (D. Mendivil), Seconded (E. Bycer), Motion carried Unanimously

Additionally, the Board discussed whether to continue approving contracts that require approval, or were already approved, by the Policy Board. A. de Castro clarified that this is pertained to contracts that require approval or were already approved, by the Policy Board and whether the Board wanted to maintain the double approval process.

Motion: WDB shall approving contracts that require approval, or were already approved, by the Policy Board.
Moved (C. Kim), Seconded (R. Shabazz), Motion carried Unanimously

Information Item

Item 8:

Proposed Conflict of Interest Policy

A. De Castro, SDWP's General Counsel, presented and discussed the proposed Conflict of Interest Policy. He defined "Conflict of

Interest”, and provided examples. He emphasized the need to adopt such policy to protect the organization. The policy also aims to comply with all applicable laws including Tax and Corporate laws, increase transparency, and provide guidance on potential conflicts of interest.

T. Young mentioned that the proposed policy will be included in the next WDB meeting agenda as an action item to vote on.

R. Shabazz recommended to include a cross-reference to the bylaws and specify an annual review date for the policy.

Item 9:

Brown Act Clarification Re: Virtual Participation

A. De Castro, SDWP’s General Counsel, discussed the requirements of permitting attending board meetings virtually under the Brown Act. He stated that the general rule is that board members can attend remotely as long as a quorum is physically present within the boundaries of San Diego County, with each remote location accessible to the public.

He also discussed exceptions to the general rule. A quorum must physically present in the room for which advance notice is given and accessible to the public. SDWP must give notice to the means by which members of the public may access the meeting and offer public comment. SDWP must identify and include an opportunity for all persons to attend and address the legislative body directly via a call-in option and an internet-based service option, as well as at the in-person meeting location. If there is a disruption in the electronic means (e.g. internet issue), no action can be taken until it is restored. SDWP may not require public comments to be submitted in advance of the meeting and must provide an opportunity for the public to address board and offer comment in real time.

There are also further limitations on remote attendance. A member must demonstrate “just cause” or “emergency circumstances”. The member may not utilize this exception more than three consecutive meetings or 20%. The member participating remotely must publicly disclose at the meeting before any action is taken whether any person over the age of 18 is present in the room and the nature of the relationship. Audio and visual must be used.

The discussion also touched on the practicality of these rules and their impact on subcommittees and working groups. A. de Castro indicated that subcommittees should follow similar guidelines. The Board expressed the need for clear procedures and further clarification on how these rules would be implemented in practice.

Item 10: **2024 WDB Calendar**

Rick outlined the dates for WDB meetings in 2024 and encouraged WDB members to make all necessary efforts to attend these meetings to secure the quorum needed.

Additionally, he requested that all interested members in WDB Officers' positions to submit their bios and applicable information to be included in the upcoming WDB meeting.

Adjournment

R. Vaccari adjourned the meeting to closed session at 1:45 pm.

Item #2: SDWP Organizational Updates

INFORMATION ITEM – NO VOTE REQUIRED:


CEO Tony Young and staff to provide update on SDWP Emergency Flood Response including request to EDD for just under \$1M WIOA Emergency Additional Assistance Funds to support the public with supportive services and worker training needs as part of the first phase of immediate response. Ongoing coordination is taking place with County and City authorities, the Small Business Administration (SBA), the San Diego & Imperial Valley Small Business Development Center Network, Employment Development Department (EDD) workforce & UI divisions, local chambers of commerce, and other partners on assessing best means of supporting affected populations.

In addition, key updates will be provided on the upcoming Strategic Plan exercise, ongoing organizational and leadership development efforts, the release of the FY23 Annual Report and other key current operational highlights.

Item #3: WDB Chair Updates

INFORMATION ITEM – NO VOTE REQUIRED:

- Pursuant to SDWP’s Bylaws in Article IV Section H (1) (i), (Removal, Resignation, and Vacancies), WDB Chair to outline WDB members’ attendance for 2023 meetings.
- Executive Committee recently reviewed WDB members’ attendance in its last meeting on February 5, 2024 and Chair will provide updates and discuss recommendations.
- Note for record, Dr. Ricky Shabazz has been shifted from Education to Business Sector per his request as representative of the Black Chamber of Commerce.
- The current 2-year Board of Directors term period is from July 1, 2023 – June 30, 2025.

		2023 WDB Members Attendance & Term			
	Member Name	Sector	Absent	Appointment	# Terms
1	Aida Rosa	Business	30%	2/25/2022	2
2	Efrem Bycer	Business	40%	8/25/2022	2
3	Jamie Gardner (Vice Chair)	Business	0%	8/25/2022	2
4	Jeremy Vellon	Business	30%	8/27/2021	2
5	Kurling Robinson	Business	10%	10/25/2019	3
6	Matt Martin	Business	70%	2/25/2022	2
7	Nancy Smith-Taylor	Business	80%	6/22/2018	3
8	Phil Blair	Business	40%	7/1/2015	5
9	Rick Vaccari (Chair)	Business	0%	6/22/2018	4
10	Dr. Ricky Shabazz	Business	20%	12/14/2018	4
11	Veronica Dela Rosa (Treas.)	Business	10%	4/23/2021	3
12	Brisa Johnson	Labor	70%	10/30/2020	3
13	Carol Kim (Secretary)	Labor	30%	12/11/2020	3
14	Dora Mendivil	Labor		10/19/2023	1
15	Gina Lee	Labor		10/19/2023	1
16	Kevin Johnson	Labor	10%	6/21/2019	3
17	Danene Brown	Education	20%	3/8/2021	3
18	Ed Hidalgo	Education	70%	7/1/2017	4
19	Dr. Matt Doyle	Education	80%	3/8/2021	3
20	Dr. Tina King	Education		10/19/2023	1
21	Annie Taamilo	Econ. & Comm. Devt.	50%	7/1/2015	5
22	Christina Bibler	Econ. & Comm. Devt.	50%	4/26/2019	4
23	Jeff Noyes	Econ. & Comm. Devt.	60%	6/25/2021	2

Item #4: WDB Officers Nomination and Election Process

ACTION ITEM – VOTE REQUIRED

Pursuant to SDWP’s Bylaws in Article V (A), (Officers), WDB will conduct the election process to elect WDB Chair, Vice Chair, Secretary, and Treasurer.

As outlined in the email, RE: WDB Officers Nomination/Election Process, shared previously with all board members, below you will find all interested candidates’ bios and related information.

At the board meeting, each candidate will be permitted to make a statement and/or respond to questions.

The board will then vote on each officer position utilizing the process discussed and agreed on at the Executive Committee Meeting.

WDB Officer Nominees as of February 2024			
Chair	Vice-Chair	Secretary	Treasurer
Kurling Robinson	Ricky Shabazz	Carol Kim	Veronica Dela Rosa
Jeremy Vellon	Jamie Gardner	Annie Taamilo	
Ricky Shabazz			

WDB Chair Candidates:

- **Kurling Robinson (for WDB Chair)**

Bio: Kurling Robinson, a co-founder, musician, and pioneering visionary in the startup realm, boasts a rich career spanning over 30 years, marked by profound expertise in software development and entrepreneurship.

Mr. Robinson's diverse professional journey encompasses engagements in the realms of arts, automotive, technology, and energy sectors, including notable tenures at Getty, Toyota, NetZero, and IFS. Driven by a steadfast commitment to aiding others, he embarked on a trajectory illuminated by Toyota's ethos of continuous improvement during an influential internship, where he imbibed the intrinsic link between information and accountability.

From founding Internet Productions, a company instrumental in connecting major television networks like ABC with their audience, to his pivotal role at NetZero, a pioneering endeavor that facilitated widespread internet access and fostered novel marketplaces, Mr. Robinson's unwavering focus remains on illuminating the overlooked and underserved.

Bolstered by his studies in Computer Science at the University of Southern California, Mr. Robinson has orchestrated the success of numerous ventures. Among his most

impactful endeavors is the Code For America project, wherein he spearheaded the migration of the Family Assessment Form (FAF) to cloud infrastructure. FAF revolutionizes governmental insights into critical social issues such as teen pregnancy and suicide, allowing states to glean invaluable data for cross-state successes, all driven by his aspiration to "support children, families, and enhance our global community."

Acknowledged nationally as a top mentor for SCORE, Mr. Robinson has lent his expertise to USC Viterbi's incubator, offering advisory services and board leadership to several funded enterprises. As a Venture Consultant at USC and UCSD Blackstone Launchpads, he collaborates with industry stalwarts like Apple, Blackstone, Google, and leading universities, spearheading the development of Fōkcus. Through his inaugural podcast and an upcoming book, he endeavors to unravel the intricate nuances of innovation and its ecosystems.

Presently, Mr. Robinson holds board memberships in prestigious organizations such as the San Diego Workforce Partnership, Workforce Ventures, Startup San Diego, Jacobs Center Business Accelerator Advisory Committee, Innovation Hub at CSUSM, The Ridge Macon County Archaeology, The Watering Hope, and several pioneering startups dedicated to catalyzing global change.

Statement of Interest: I am writing to formally express my interest in being considered for the Chair position for the San Diego Workforce Partnership WDB. My extensive experience and dedication to workforce development make me a strong candidate for this important role. I am eager to contribute my leadership skills and strategic vision to further the mission and objectives of the organization. Thank you for considering my candidacy.

- **Jeremy Vellon (for WDB Chair)**

Bio: Jeremy Vellón is married to Yolon and father to David and Reuben. Originally from Brooklyn, NY, he and his family live in the Rancho Bernardo area of San Diego. Jeremy is an HR Director at Modigent, supporting operating companies in California, Utah, and Colorado. Previously, he was a Regional HR Manager at Amazon. He is a subject matter expert in employee retention, engagement, and organizational development.

A graduate of the US Naval Academy, Jeremy served as a Navy helicopter pilot, earning the rank of Commander. Jeremy earned a Master of Business Administration degree from the University of Michigan - Ross School of Business, in the inaugural Los Angeles Cohort. He is the past Treasurer of Zero8Hundred, a nonprofit supporting Veterans and Military Families across Southern California where he served on the Board from 2019-2023. Jeremy currently serves on the Board of Directors for the San Diego Workforce Partnership, advancing services and upskilling for all job seekers.

Statement of Interest: I'm interested in the WDB Chair position because I believe in the mission and values of the organization wholeheartedly. In my Navy and corporate HR experience, I have delivered career development and growth opportunities for thousands of employees and many more in their communities.

Through the WDB Chair position, I would like to translate some of my expertise in governance and employee experience to support 1) the SDWP staff in their development and growth and 2) bring a renewed sense of structure and accountability for oversight of the SDWP \$32M annual budget on behalf of all job seekers and citizens of San Diego County.

Finally, I am excited to advance all the pillars, particularly Inclusion because we serve such a diverse staff and community. Representation and Equity matters, which is why I'm proud to celebrate my Hispanic roots and service as a Veteran in my work as a Board member.

- **Ricky Shabazz, Ed.D. (for WDB Chair and Vice Chair)**

Bio: Dr. Ricky Shabazz is an enthusiastic, student-centered leader with over two decades of executive experience advancing academic achievement, educational equity, diversity, and improving access to higher education. He specializes in enrollment management and cultivating institutional policies, processes, and culture that provide personalized student experiences and improves student outcomes. Dr. Shabazz's demonstrated strengths include using data-informed decisions to lead high impact models of practice, promoting innovative solutions that stimulate inclusive dialogue amongst all stakeholders, and being a passionate lifelong learner who is committed to the mission of community colleges to educate a diverse community of learners.

As San Diego City College's president and CEO, Dr. Shabazz provides executive leadership at one of the most innovative and socially active community colleges in the nation with a focus on student completion, success, and social justice. City College is one of the oldest community colleges in California, serving over 17,000 students in traditional transfer level courses and career education, with over 1000 employees and a budget of approximately \$100 million dollars. The college is one of the largest employers in the region. The college serves industries such as strong workforce with partnerships and internships in industry sectors such as NAVWAR, NASSCO, Solar Turbines, and other large employers in the region.

He has previously held positions as Vice President of Student Services, San Bernardino Valley College; Dean of Student Services, El Camino College Compton Center; Associate Director of Admissions, Harvey Mudd College; MESA Program Director and Assistant Director of Undergraduate Admissions, University of California, Davis; and Analyst in the University of California Office of the President. Dr. Shabazz serves on the boards of the San Diego Workforce Partnership, the San Diego United Way, SDICCA, A2MEND, CCCAA, and several other regional, state, and national boards. Dr. Shabazz was voted as one of San Diego's Top 100 CEOs by the San Diego Business Journal, and he regularly appears as one of the Top 50 Black Leaders in San Diego.

Dr. Shabazz earned his doctorate in educational leadership, a master's degree in educational administration from California State University, San Bernardino, and a bachelor's degree from UC Davis. His research expertise is in increasing college access for underrepresented students. He was the first person in his family to attend college. His mother was a teenage parent and his father is a veteran. Dr. Shabazz takes pride in building highly effective teams and helping students from diverse communities reach their educational and career goals. He serves on the boards of the San Diego Workforce Partnership,

Statement of Interest: I hope to help the San Diego Workforce Partnership to grow stronger in our relationships with both the private and public sector. This includes expanding our reach into communities who stand to benefit from our extensive research on area industry sectors and the needs of employers.

I have nearly 25 years of experience in developing private/public partnerships in workforce the lead to job creation. This includes developing pipelines and relationships to address workforce needs of in demand industry sectors such as cyber security, machining, welding, and other high need fields.

Currently, I serve on the workforce partnership board as a rep for the San Diego Black Chamber of Commerce and as the president of San Diego City College. My college is one of the largest employers in the city of San Diego and one of the largest providers of workforce education. We place thousands of diverse workers into industries that are in need of skilled labor.

I believe that my extensive experience in this space will help forge a course forward to both rebuild the workforce partnership efforts, and to expand opportunities for our industry sectors to afford job seekers a livable wage. I currently oversee a \$100 million budget at one of the oldest community colleges in the nation serving nearly 17,000 students with over 1000 employees. Many of these students go right into the workforce in high demand fields because of our extensive relationships with employers and industry partners.

I serve on the board of the local Black Chamber that seeks to educate and enhance minority businesses via supplier diversity and grants to expand industries that have historically been monolithic. We provide training for minority business owners to enter spaces that lead to generational wealth. This includes a partnership with the Asiana and Hispanic chambers for which I am also a member. During my time on the board, I launched the DEI committee, where I serve as the chair of the most active committee of the workforce partnership board, and I also serve on the executive committee of the board.

I offer extensive knowledge of the relationship between our workforce board and the policy board given both my role on our board, as a college president, and as a member

of the Black Chamber. I am an expert at the Brown Act and governmental policies that govern this board, as well as the policy board.

I also offer the lens of a CEO in the development and onboarding of new CEO and staff who will lead the workforce partnership board forward. In closing, I also manage a \$3 million dollar City College Foundation Board that is a stand alone 501c3 non-profit that follows similar but different approaches of the workforce partnership board. Meaning that I have managed multimillion dollar federal, state, and foundation grants in similar ways that the workforce partnership does. Thank you for your consideration.

WDB Vice Chair Candidates:

- **Ricky Shabazz, Ed.D. (for WDB Chair and Vice Chair – see above Bio & Statement of Interest)**
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WDB Secretary Candidates:

- **Annie Taamilo (for WDB Secretary)**

Bio: In the 26 years that Annie Taamilo has been with EDD, she has held a variety of assignments which have provided her with a strong background in Workforce Services programs and development. She has been instrumental in developing policies, processes, and trainings in her leadership role. Her effective leadership as the San Diego/Imperial Valley Region Deputy Division Chief has brought workforce services to the forefront of the delivery of employment services among businesses for both counties.

She has been instrumental in developing and fostering partnerships which have led to successful and collaborative local workforce systems that focus on the delivery of high performance and excellence throughout her region. Annie has a Bachelor's of Science degree in Social Work and a Masters of Art in Organizational Management.

Statement of Interest: I am writing to express my strong interest in the Secretary role for the San Diego Workforce Board. With my solid background as an Administrator for the Employment Development Department, I am confident that my skills and experience make me an ideal candidate for this role.

Throughout my career, I have honed my communication and organizational skills in my leadership role. I have served on this Board for more than decade. I am deeply committed to the future success of our Board, recognizing the importance of innovation

and progress. However, I also firmly believe in preserving the rich history and heritage of this Board. As the Secretary, I see it as my duty to maintain the legacy of this Board that will reflect our current endeavors but also honor the contributions and the decisions of the past.

I am wholeheartedly committed to serving as the Board Secretary and am dedicated to performing the role to the best of my abilities. With my strong sense of responsibility and proactive approach, I am ready to fulfill this role effectively, contributing to the success and continuity of our Board's endeavors.

Carol Kim (for WDB Secretary)

Bio: After graduating from UCLA in 1998, Carol began her career as a classroom teacher in an inner city school in Los Angeles. Her years as a teacher were followed by several more working in HIV prevention, where she served high-risk groups including active and recovering substance users, adolescents in the foster care and judicial systems, LGBTQ communities, as well as communities of color. Following a move to San Diego, she carried her experience as a practitioner in the fields of education and public health to work as a Research Associate in the Health & Human Development program for an education research nonprofit, working with schools, school districts, and community colleges both in San Diego County and throughout the state of California. In 2013, she took a leap into politics, and has been an advocate for working families and underserved communities ever since.

After several years serving as the Political Director of the San Diego County Building & Construction Trades Council (SDBCTC) & the Director of Community Engagement for the San Diego County Building Trades Council Family Housing Corporation (SDBTC FHC) running electoral campaigns, advocating for legislation, or organizing community coalitions, she is now the Business Manager of the SDBCTC and the CEO of the SDBTC FHC. Under her leadership, the SDBCTC has continued to grow the number of public agency and private developer PLAs in the county, alongside the expansion of Multi-Craft Core Curriculum (MC3) apprenticeship readiness programs. And the SDBTC FHC is on the cusp of launching its first phase of redevelopment to increase density at National City Park Apartments.

Carol is a founding member and president of the Progressive Labor Alliance, a labor-affiliated nonprofit that works to educate the broader community about organized labor and its priorities. Carol also currently serves on the boards of the San Diego and Imperial Counties Labor Council, the California State Building & Construction Trades Council, the San Diego Workforce Partnership, the John S. Lyons Memorial Foundation, Run Women Run, United Way San Diego, and the Middle Class Taxpayers Association. Past board service includes the San Diego Convention Center, the Cesar Chavez Service Clubs, and the Climate Action Campaign. She is the mother of two, Rowan and Kate.

Statement of Interest: I write to express my interest in being considered by my fellow board members for the role of Board Secretary for the Workforce Development Board. I bring considerable leadership experience to bear, both in my professional role as the chief executive of both the San Diego County Building & Construction Trades Council as well as the SDBTC Family Housing Corporations, as well as in my volunteer and community service capacity, where I have served on the boards, often in officer roles, of numerous nonprofit organizations.

As a labor leader, particularly representing a sector of the labor movement (construction) that has developed a robust infrastructure for best-in-class workforce development via apprenticeship programs, the mission and interests of the San Diego Workforce Partnership not only intersect with that of the labor organizations I represent, but I bring valuable expertise and knowledge from both my current and past professional experiences. I would be honored to serve as our Board Secretary.

WDB Treasurer Candidate:

- **Veronica Dela Rosa (for WDB Treasurer)**

Bio: As Executive Vice President of Operations for San Ysidro Health, Veronica Dela Rosa leads the organization with key oversight and initiatives of Clinic Operations, Information Technology, Population Health and Performance Excellence, Compliance, Human Resources, Pharmacy Operations and Diversity, Equity, and Inclusion initiatives. Her insight and vision are assisting the transformation of the organization's direction in propelling healthcare delivery to include prevention at all levels of care.

Prior experience includes over 20 years as a health care leader with Kaiser Permanente where her oversight encompassed the medical group's Primary Care Services Division focusing on quality, access, and innovative health care delivery services to over 600,000+ patients.

In both her career and community involvement, Veronica has a long history of advocating for: women's health, social justice, and health equity. She has helped shape multiple non-profit organizations as a board member and continues that work today. Her current board appointments include Latino Coalition for a Healthy California; San Diego Workforce Partnership; Regional Taskforce on Homelessness; the Burnham Center for Community Advancement and of recent a seat on Southwestern College President's Advisory Counsel.

Statement of Interest: The vacant position of treasurer within the San Diego Workforce Partnership is one that I would hold with high integrity and transparency as the organization heals and repairs community trust. I have held the position of treasurer in past board appointments and will strive to serve in this capacity to the best of my ability.

Item #5: South County Career Center Lease Renewal

ACTION ITEM – VOTE REQUIRED

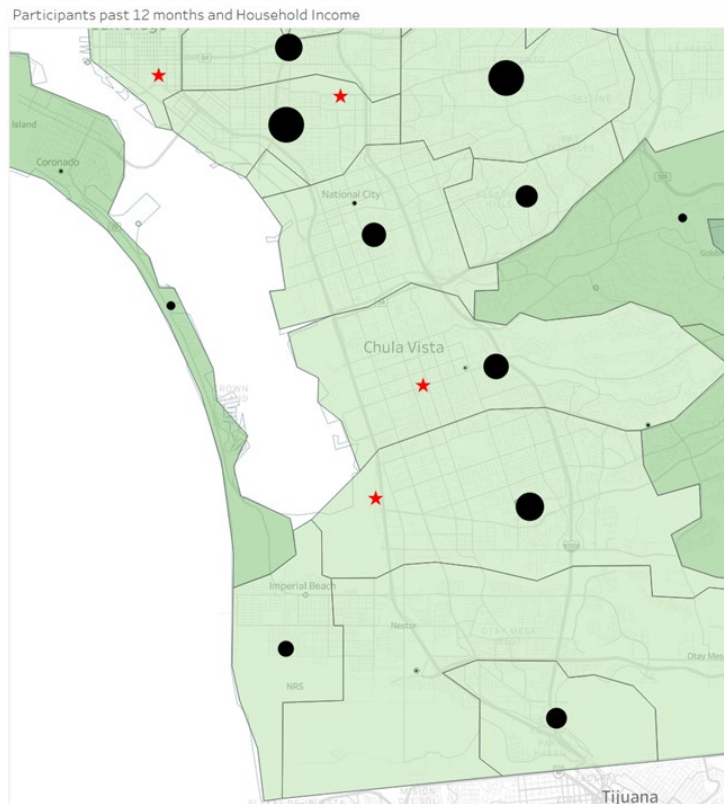
RECOMMENDATION(S)

Request for the SDWP WDB Board of Directors to authorize management to sign a one-year lease agreement extension (April 1, 2024-March 31, 2025) with INLAND INDUSTRIES GROUP, LP for the South County Career Center for a total of \$553,104. The current cost per square foot is \$2.25, and the renewal rate will be \$2.32 per square foot, for a total annual cost increase of \$16,216.

BACKGROUND

The South County Career Center located at 1111 Bay Blvd, Chula Vista, is part of the SDWP One-Stop Career Center Network serving the southern region of San Diego County. This facility provides individuals with the guidance and resources necessary to achieve employment success and to deliver quality workforce services to employers. The current square footage of the space under the lease is 19,867 square feet and its cost is \$44,740 per month plus operating expenses under the 8th Lease Amendment expiring on March 31, 2024.

Below is a map of our current Metro, Downtown, and South County Career Center.



FISCAL IMPACT

Highlights from the Renewal of the current Chula Vista South County Site:

- 12-month term effective April 1st, 2024
- 19,867 sq. feet
- \$2.32 SF Gross, \$46,092 per month

Comparison between current rent and proposed agreement.

Property	Cost per sq ft	Size	Monthly Base Rent	Annual Cost	Annual Cost Increase from Current
Current	\$2.25	19,867	\$44,740	\$536,888	
Renewal	\$2.32	19,867	\$46,092	\$553,104	\$16,216

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:

SCCC Location	Current Rate Per Sq Ft	Annual Base Rent Escalation
1111 & 1151 Bay Blvd (19,867 SF)	\$2.25	n/a
Renewal of SCCC	Renewal Rate Per Sq Ft	Annual Base Rent Escalation
1111 & 1151 Bay Blvd (19,867 SF)	\$2.32	3%
Comparative Location	Rate Per Sq Ft	Annual Base Rent Escalation
480 4 th Avenue	\$3.10	3%

Item #6: Sector Initiatives-High Road Construction Careers (HRCC): Resilient Workforce Subagreement

ACTION ITEM – VOTE REQUIRED

Recommendation:

That the WDB authorize SDWP to issue a new subagreement funded by High Road Construction Careers: Resilient Workforce Funding (HRCC: RWF). The specific contract is as follows:

Contractor	Funding Source	Amount	# Participants	Cost Per Participant
Vista Unified School District	CA Workforce Development Board (CWDB)	\$555,272	72 served, 57 trained	\$7,712.11
Contract Outcomes (determined by CWDB Board contract 7/18/23)				
For Training Providers:				
<ul style="list-style-type: none"> • Funding covers 3 cohorts (cohort cap: 24) for a maximum of 72 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 				

Contract Term: February 1, 2024 – June 30, 2025

New contract or renewal: New

Procurement Method: Sole Source (Funder-approved in Contract)

Option Years: Available based on performance and funding.

Contract Payment Terms: Cost Reimbursement

Grant & Program Overview

Grant Name	High Road Construction Careers (HRCC): Resilient Workforce Fund (RWF)
Program Name	Apprenticeship Readiness Program (ARP)
Funder	California Workforce Development Board (CWDB)
Grant Total	\$6M
End Date	3/31/2026

Updates	<ul style="list-style-type: none"> • SDCEF cohort #1 graduated 12/14/23 • Southwestern Cohort #1 began 1/30/24 • SDCEF cohort #2 begins 3/11/24
Other Certified MC3 Providers Pending Future Board Approval	Grossmont-Cuyamaca CC District, Imperial Valley College

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

The MC3 curriculum is proprietary to NABTU, which allows CWDB to authorize MC3 training providers' selection by the local building trades council via sole source. As MC3 training providers are required to be included with CWDB's High Roads initiative, Vista Unified School District, as well as previous SDWP board-approved San Diego Continuing Education Foundation and Southwestern College, has been approved by Sole Source after certification from the San Diego Building Trades Council. Regional certification is based on capacity, alignment with the High Roads framework, geography, and localized need. VUSD's location provides key access for the North County community to access this training opportunity and subsequent career pathways. VUSD also boasts construction and welding CTE programs that will be key sources of future ARP students, new state-of-the-art facilities and the capacity to host, and a Project Labor Agreement that guarantees key work and job quality for future workers.

Scope of Work: VUSD will receive enrolled individuals from SDWP, host the ARP and deliver training, 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.

SDBTC hires and certifies the region's MC3 Program Lead and Instructors to ensure they meet the requirements established by NABTU. Staff under SDBTC are responsible for curriculum & program development, instruction, assessment, mentoring, and post-program placements in union apprenticeship programs and/or with signatory contractors.

Background: SDWP was awarded its first HRCC grant in 2020 from CWDB. SDWP served as fiscal agent and worked in close collaboration with the San Diego Building Trades Council to create ARC and launch the program with one training provider: SDCEF. SDWP was awarded HRCC: RWF funding in 2023 to scale and expand the MC3 program regionally.

Item #7: Proposal for Amendment to SDWP Organizational Bylaws

INFORMATION ITEM – NO VOTE REQUIRED:

Audie de Castro, SDWP General Counsel, to provide an overview on the proposed Amendments to SDWP Organizational Bylaws. Draft Bylaws attached for reference, and a summary of the proposed changes as follows:

DESCRIPTION	PROPOSED BYLAW	CURRENT BYLAW
Proposed Bylaws now incorporate the “Partnership Agreement” with the Consortium and a historical explanation of “Consortium” and “Policy Board”	Recitals B-D	None
Proposed reduction in size of board from 21-30 to 15-25	Par. 4.3 (p. 4)	Art. IV.C. (p. 2)
The composition of members of the Board is revised to conform with WIOA	Par. 4.4 (pgs. 4-5)	Art. IV.C. (p. 3)
The removal of directors is made easier for excessive absences	Par. 4.7 (p. 5)	Art. IV.H. (p. 4)
Financial disclosure obligations (i.e. Form 700) are added	Par. 4.10 (p. 6)	None
The conflict-of-interest policy incorporated	Par. 4.11 (p. 6)	None
The authority to call meetings would include Vice-Chair and CEO; covers both regular and special meetings	Par. 5.1 (p. 6)	Art. VI.B. (p. 6)
Provision for closed session meetings added	Par. 5.4 (p. 7)	None
Expanded detail on notice requirements for meetings under the Brown Act	Par. 5.6 (p. 7)	Art. VI.D. (p. 6)
Provision for emergency voting at regular meetings added	Par. 5.9.B. (pgs. 8-9)	None
Procedures for election of officers added	Par. 6.2 (p. 10)	None
Express bylaw provision requiring that Chair and Vice-Chair be elected from the “business sector” is added (WIOA only requires the Chair)	Pars. 6.4 and 6.5 (p. 10)	None
Treasurer and Secretary positions are now	Par. 6.6 and 6.7 (p. 11)	Previously combined

separate		
Added Standing Committee Chairs as members of Executive Committee	Par. 7.5 (p. 12)	Par. VII.A. (p. 7)
Added definition of "Financial Expert" serving on the Audit Committee	Par. 7.6 (p. 13)	
"Joint Personnel Committee" bylaw is added, pursuant to the Partnership Agreement	Par. 7.8 (p. 14)	None

**Excludes stylistic, organizational, and less material changes.*

Item #8: FY24 Mid-Year Budget Update

INFORMATION ITEM – NO VOTE REQUIRED:

FY24 Budget was set at \$36.5M. Our projected expenditures to date is trending at \$36.2M. Some programs (ie: Equal Representation in Construction Apprenticeship, State Peer Support and Google) have adjusted the timing of their activities causing a reduction in expenses. However, we are continually working on providing more services to our participants and increasing funding to best serve the community.

07/01/23-12/31/23 (YTD) expenditures were budgeted at \$17.2M. We are currently at \$16.5M. The deficit is attributed to lower personnel count and enrollment with regards to supportive services. This is offset by an increase in professional fees and contractor payments due to timing of services.

As FY25 budgets are prepared in the Spring, an effort will be made to reassess and amend the current cost allocation methodologies for improved optimization of WIOA funding across the organization, in line with its mandate to support the entire workforce system.