

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco

Minutes Of The

June 8, 2016

Meeting of the

Workforce Investment San Francisco (WISF) Board

Hotel Whitcomb

1231 Market Street, San Francisco, CA 94103

WISF Members Present

Andrew Lindsay, Jawbone
Ann Weeby for Ebony Frelix, Salesforce.com
Anthony Urbina, Sheetmetal Workers Local
104
Barbara Smith, San Francisco Housing
Authority
Bob Nibbi, Nibbi Brothers
Brian Morton, Webcor
Charley Lavery, Operating Engineers Local 3
David Johnson, Plasterers & Cement Masons
Local 300
David Tam for Jorge Tapia, Employment
Development Department
Donnalyn Murphy for Gwyneth Borden,
Golden Gate Restaurant
Jeanine Cotter, Luminalt
Jeffrey Chiu, University of California, San
Francisco
Kent Lim, Kent Lim Construction
Kevin Carroll, Hotel Council of San Francisco
Ku-Tsang Lim, Kaiser Permanente
Lauren Kozlenko for Katy Johnson, Wells
Fargo

Marc Weismann for Theresa Woo, San
Francisco Department of
Rehabilitation
Paul Giusti, Recology
Rebecca Miller, SEIU-UHW
Renee Willette for Juliet Ellis, Public Utilities
Commission
Ruben Santana, Rubecon
Susan Lamb, City College of San Francisco
Sylvia Kwan, Kwan Henmi
Architecture/Planning
Ted Egan, San Francisco Office of the
Controller
Tiffany Apczynski, Zendesk
Toni Rucker for Barbara Garcia, San
Francisco Department of Public
Health
Tony Lugo for Trent Rhorer, Human Services
Agency
Vitus Leung for Naomi Kelly, San Francisco
Office of the City Administrator
Ximena Delgado, Bank of America

WISF Members Absent

Celeste Alleyne, Microsoft
Charlie Hale, Pinterest
Clearnise Bullard, Job Corps Northern CA
Edward Battista, Sutter Health
Egon Terplan, SPUR
Jeff Fanselow, CBS Interactive
John Doherty, Electricians – IBEW Local 6
Malia Cohen, San Francisco Board of
Supervisors

Manny Flores, Local 22
Micki Callahan, San Francisco Department
of Human Resources
Ontario Smith, PG&E
Ramon Hernandez, Laborers Local 621
Rodrigo Santos, Santos & Urrutia, Inc.
Sam Rodriguez, KSR Strategy Group
Tom Quigley, Riverbed Technology

OEWD Staff & Notables

Amabel Akwa-Asare, Strategic Partnerships
Manager
Armina Brown, Administrative Assistant
Janan Howell, Senior Workforce
Development Specialist

Lowell Rice, Business Services Specialist
Michael Carr, Director of Workforce
Monique Forster, Senior Workforce
Development Specialist

Jeff Mori, Special Assistant
John Halpin, Director of Program Operations
Lauran Acevedo, Manager of Administration
& Operations

Nicole Salvador, CityBuild Compliance
Officer
Nikki Tosiello, Business Services Specialist
Patrick Mitchell, TechSF Program Manager
Rebecca Corteza, Executive Assistant
Todd Rufo, Executive Director

Public
*(As Evidenced by the
Sign-In Sheet)*

Allison DeLige, Upwardly Global
Ann Cochrane
Brett Berning, Manpower
Brigitte Garay, Manpower
Craig Lahti, Larkin Street Youth Services
Derek Toliver, Felton Institute
Dorick Scarpelli, Five Keys
Eddie Ahn
Gabrial Garcia, Employment Development
Department
Gloria Earl, Employment Development
Department
Jennifer Coste, Asian Neighborhood Design

Joe Ramirez Forcier, Positive Resource
Center
Jorge Villalobos, Employment Development
Department
Katy Fitzsimmons, Wells Fargo
Megan Kenny, Goodwill
Michelle Rentena, Five Keys
Tanya Moore, Goodwill
Theresa Rowland, City College of San
Francisco
Valerie Tulier, San Francisco Public Utilities
Commission
Winnie Yu, Self-Help for the Elderly

Roll Call

Kevin Carroll, WISF Chair, called the meeting to order at 9:05 A.M. He introduced two new WISF board members, Chancellor Susan Lamb and Jeffrey Chui and invited members to introduce themselves.

Adoption of Agenda
(Action Item)

The agenda was motioned to adopt by Rebecca Miller and seconded by Jeanine Cotter.

**Approval of Minutes
from December 9,
2015 and March 9,
2016**
(Action Item)

The minutes from December 9, 2015 and March 9, 2016 were approved unanimously.

Director's Report
(Discussion Item)

Mr. Carroll invited Michael Carr, Director of Workforce to deliver the Workforce Director's Report.

Mr. Carr acknowledged key OEWD milestones:

- Mayor's Youth Jobs+ Challenge: Received over 6,000 pledges for youth this summer
- OEWD served a total of 5,432 individuals and place a total of 3,212 through workforce programs
- Neighborhood Access Points: Many exceeded placement goals by 600 people
- HealthCare Academy Graduation: 200 participants to graduate; accomplished an 80-85% placement rate

Additionally, Mr. Carr highlighted current Workforce goals:

- To foster upward mobility for San Francisco residents in the retail and hospitality sectors. There are over 100,000 jobs in these sectors and the goal is to partner with

City College of San Francisco, local employers, and the public/private sectors to get San Francisco residents into good paying jobs.

Mr. Carr invited Interim Chancellor Susan Lamb from City College of San Francisco to share success story and experience of a recent Hospitality Bootcamp in the Fillmore.

Chancellor Lamb shared her colleague Tannis Reinhertz's experience at a Hospitality Bootcamp. Ms. Reinhertz met a woman who was incarcerated for 25 years, but by learning basic skills at the boot camp the woman was able to get an entry-level job at a coffee shop.

Mr. Carr thanked Chancellor Lamb for providing a highlight of the Hospitality Bootcamp. As a final update, Mr. Carr announced the departure of Patrick Mulligan as Director of CityBuild and thanked him for all his amazing work on Local Hire, First Source, and CityBuild over the past four years.

Mr. Carr invited Mr. Ken Nim, CityBuild Compliance Manager to provide an update on Local Hire.

Mandatory Local Hire Update

Mr. Nim announced the CityBuild Graduation of Cycle 23 for both CBA and CAPSA Program. Graduation will take place on June 9, 2016 at UCSF. Thirty-five (35) CBA participants and fifteen (15) CAPSA participants are set to graduate. Mr. Nim thanked the WISF Board and union representations for their successful partnership.

Mr. Nim shared with the Board the article on the Annual Local Hire Report in the San Francisco Examiner. The report is compiled every year from March to April. The past year (March 2015 – March 2016) recorded 1.6 million work hours and had reached 37% local hire, 7% above the local hire requirement. Additionally, 6.2 million work hours were recorded in the City since March 2011 to March 2016. Majority of work hours are performed by laborers, operating engineers, plumbers, dry wall, and cement masons.

Mayor's Local Hire Advisory Committee will convene to review the success of the Local Hire Policy, what some of the challenges are, what we need to do as an organization for continued success, and what we can do to help contractors meet local hire requirements.

Ms. Micki Callahan commented on the success of diversity in regards to local hire. Mr. Nim shared that 4.5% of all work hours are performed by females. CityBuild goal is to have at least 10% of participants to be female.

OEWD Director's Update

Mr. Carroll introduced Mr. Todd Rufo, Director of the Office of Economic and Workforce Development to give an update.

Mr. Rufo informed the board of the 3.1% unemployment rate, which is the lowest rate since 2000, and of the critical consequences that come from a low unemployment rate:

- The City has a strong \$9.6 billion dollar budget
- The City is experiencing a good economic climate
- Still some residents that are hardest-to-serve

Mr. Rufo expressed the need to focus on the Mayor's Shared Prosperity Agenda. OEWD's key goals include keeping the economy strong, ensuring that economic growth and success translates to and drives shared prosperity. Key steps to ensure economic strength and Shared Prosperity in San Francisco that OEWD is working on:

- Improve permit process for businesses
- Help nonprofits, which are critical providers of key services (health, education, social/work services).
- \$6 million of the FY16-17 budget was approved by the Board of Supervisors to address real estate issues for nonprofits, specifically focused to develop 100,000 square feet of permanently affordable new space for nonprofits
- \$2.5 million/2 years for legacy small businesses
- Development planning for the next ten years
- Jobs Portal: provides scaled platform that will allow us to serve more
- Data Investments: create more auto-mated resources for aggregated data
- Mayor's Violence Prevention Program and creation of employment pathways in collaboration with OEWD, Mayor's Office, Human Services Agency, Adult Probation Department.

Mr. Rufo highlighted that OEWD is a future focused department. He notified the Board that later in the week he will be announcing the beginning of an economic resiliency plan to help us prepare for the next economic downturn. The Mayor has announced a broader strategic plan across the City, and later in the calendar year OEWD as a whole will be convening to develop a comprehensive strategic plan for all OEWD programs and would like to engage WISF Board later this year.

**Fund Transfer &
Local Board
Recertification**
(Action Item)

Mr. Carroll thanked Mr. Rufo and introduced Mr. John Halpin to present the next item on the agenda.

Mr. Halpin addressed the Board regarding the proposed request to transfer Workforce Innovation and Opportunity (WIOA) Title I Dislocated Worker Formula funds in the amount of \$400,000 to WIOA Title I Adult Formula funds.

The San Francisco Local Workforce Investment Area (LWIA) was awarded \$3,495,158 in WIOA Title I Adult and Dislocated Worker funds, which is split between two funding streams: 44% Adult and 56% Dislocated Worker. The percent of dislocated workers has shifted, and the basis of this request is to adjust the allocation to reflect actual clients served.

Discussion followed.

Mr. Carroll called for a motion to transfer funds in the amount of \$400,000. Motion was made by Ms. Donnalyn Murphy and seconded by Ms. Jeanine Cotter. Motion to transfer funds was approved with none opposed.

**Local Board
Recertification**
(Action Item)

Mr. Carroll introduced Mr. Halpin to report on the request to approve the Local Board Recertification Request to Governor Brown and the California Workforce Development Board.

Mr. Halpin reported that we met all nine measures required for the WISF Board to meet last year. As of this meeting, WISF has maintained fiscal integrity in regards to fiscal audits, met

WIOA membership requirements, met performance accountability measures, and have taken steps toward implementing key WIOA provisions.

Mr. Carroll called for a motion to approve. Paul Gusti motioned to approve. Recertification was approved unanimously.

**2016 WISF Board
Transition**
(Discussion Item)

Mr. Carroll introduced Mr. Carr to provide overview of proposed changes to the WISF in regards to the transition from WIA to WIOA.

Mr. Carr thanked Mr. Carroll and announced the proposal to re-engage the WISF Board and create a more effective board. Proposed changes include:

- Change the minimum board size from 36 to 19
- Create committees to support local workforce activities

After the changes, the board would include:

- 30-35 members to make up full board
- Sector Committees, Convenings, and Working Groups (ICT, Health Care, Hospitality, and project-specific working groups)
- Public Sector Committee

Mr. Carr informed the Board that the main goal is to create an engaged board (and committees) that has a high meeting attendance, provides feedback on major decisions, and helps create opportunities and solutions for workforce issues. Mr. Carr shared the next steps:

1. June 13: Submit Local Board Re-certification to State
2. July/August: OEWD staff to work on bylaw amendments (in collaboration with City Attorney's Office)
3. August 14: Submit revised bylaws to WISF Board Members for review
4. September 14: Re-appointments/new appointments and by-laws approval

Mr. Carroll informed the Board of his support for the proposed changes.

**Local and Regional
Workforce Planning
& Request for
Proposals**
(Discussion Item)

Mr. Halpin provided an overview of the RFP Planning Process and the involvement of the WISF on this item.

Local and Regional Workforce Planning

Mr. Halpin shared the history of the four year local plan that was approved by the WISF in 2013. Since then, the WIOA was passed in July 2014 which provides new and additional guidelines for local workforce boards to submit new four year plan due in March 2014. The Local Plan will be structured to mirror the State Strategic Workforce Development Plan.

In addition, WIOA requires local boards to create a Regional Plan due to the State Board in March 2017. The State has divided California into fourteen regions, with San Francisco as part of the Bay-Peninsula Region. The vision of the State Plan includes skills attainment for upward mobility and shared prosperity, mirroring our local goals. Mr. Halpin shared that we are on track for meeting the State's goals.

Mr. Halpin informed the Board that their input on the Local Plan will be solicited through various subcommittees of the board for stakeholder engagement, public comment process, focus groups and roundtable discussions before submitting to the State.

Request for Proposals

Mr. Halpin informed the Board that OEWD will conducting its next procurement in Fall 2016 for services beginning July 1, 2-17. The following services will be selected through a competitive bidding RFP process: One Stop Operator, Youth Workforce Service Providers, Career Services Providers, Training Providers, and Specialized Service Providers. Additionally, Mr. Halpin shared the Local/Regional Plan & RFP Timeline.

Discussion followed.

Public Comment
(Discussion Item)

Mr. Carroll called for public comment.

Eddie Ahn from Brightline commended the Local Hire Policy.

Adjournment
(Action Item)

Mr. Carroll reminded the board of the September 14, 2016 WISF Meeting.

Mr. Carroll called for a motion to adjourn the meeting and the meeting was adjourned at 10:40 A.M.