Members Present
Diane Easterwood, Chair
John Mc Knight, Nuprecon L.P.
Jorge Tapia, Employment Development
Department
Beatriz Duarte, Department of Rehabilitation
Cameron McHenry, WiCAC Member/Community Housing Partnership
Roxanne Murray, Family Services Agency/
National Council on Aging
Kent Lim, Lim Company
Phyllis McGuire, City College of San Francisco
Tony Lugo, Human Services Agency

OEWD Staff
Rhonda Simmons, Director of Workforce Development
Marc Majors, WIA Program Manager
Erik Ward, Business Services Manager
Monique Forster, WIA Specialist
Nikole Ford, Administrative Assistant
Marissa Bloom, Administrative Assistant

Public
Lauren Kahn, Walden House
Jamie Fountain, LSYS
DJ Brookter, YCD
Dora Merlos, Department of Rehabilitation
Megan Kenny, Goodwill
Terry Anders, Anders & Anders
Mindy Keener, Anders & Anders
Elizabeth Lanyan, Womens’ Initiative
M. Wilson

Roll Call
Ms. Diane Easterwood, Chair of the Program & Services Oversight Committee, called the meeting to order at 9:07am.

Agenda
On motion by Ms. Diane Easterwood, seconded and carried, the Program & Services Oversight Committee adopted the agenda.

Welcome & Introductions
Ms. Rhonda Simmons welcomed members of the committee to the first meeting of the Program & Services Oversight Committee. Ms. Simmons gave a brief overview of the San Francisco Workforce System and the effects of the economy on the work of the One Stop Career Link System.

Ms. Diane Easterwood, gave a brief review of the work of the Program & Services Oversight Committee which will be responsible for reviewing and advising the WISF on policy recommendations for OEWD funded programs and services for Adult job seekers. This committee will develop and recommend portions of the San Francisco Local Area Plan; which is required under the Workforce Investment Act.

One Stop Career Link Center Program Presentation (Discussion Item)
Mr. Marc Majors presented an overview of the One Stop Career Link Centers in San Francisco. Mr. Majors presented on the services offered in the One Stop Centers including the expansion of the system to now include seven (7) One Stop Centers throughout San Francisco. Mr. Majors also discussed continuing improvements to the One Stop Career Link Centers in the areas of Customer Service and Quality Assurance.
Ms. Monique Forster presented on One Stop Complementary Services which provides One Stop Career Link Center clients with help in Adult Basic Education, Computer Skills Training, Disability Services, Limited English Proficiency, and Re-Entry Services. These programs are funded by HUD’s Community Development Block Grant (CDBG) and located in various neighborhoods throughout San Francisco. Ms. Forster highlighted services that have recently been added to the One Stop Career Link Centers, such as, One Stop Complementary Services, Re-Entry and Disability Program Navigator, and partnerships with other City agencies.

Mr. Erik Ward presented on the Business Services activities provided to employers through the One Stop Career Link Centers. Mr. Ward presented on the job posting and matching website HireSF.org, On the Job Training (OJT) subsidized wages for Workforce Investment Act (WIA) clients, and Tax Credits and Incentives.

Discussion followed.

Mr. Marc Majors presented on the Resource Sharing Agreement (RSA) and Memorandum of Understanding (MOU) that the Program & Services Oversight Committee will help to develop for approval by the WISF. Resource Sharing Agreements are intended to leverage resources between Mandated Partners as required by the Workforce Investment Act. Once a Resource Sharing Agreement has been drafted and agreed upon each Mandated Partner will enter into an MOU with the Local Workforce Investment Board.

Discussion followed.

Ms. Diane Easterwood’s call for public comment yielded the following response:

Terry Anders, Anders & Anders, asked about the connection of the One Stop Career Link Centers to the DMV to clear up issues with Drivers Licenses.

Terry Anders, Anders & Anders, asked for more information about the On the Job Training program for employers.

Mindy Kener, Anders & Anders, asked if the Re-Entry Navigator had a list of employers that are willing to hire from that population.

On motion by Ms. Phyllis McGuire, seconded and carried, the meeting was adjourned at 10:10am.