

WORKFORCE INVESTMENT SAN FRANCISCO

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

MINUTES OF THE FEBRUARY 27, 2008 MEETING OF THE EXECUTIVE COMMITTEE OF THE WORKFORCE INVESTMENT SAN FRANCISCO (WISF) BOARD

The meeting was held in the Auditorium of the City College of San Francisco at 33 Gough Street in San Francisco, California 94103.

PRESENT:

Rosalie Bulach, Tom Ryan, Leslie Luttgens, Lynn Bunim, Nathan Nayman, Trent Rhorer and Abby Snay

ABSENT:

Ann Cochrane

PUBLIC (AS EVIDENCED BY THE SIGN IN SHEET):

Jamie Brewster, Matthew Poland, Homer Teng, Meiling Wang, Peter Gerharz, Nick de Lorenzo, Adam See, Kriztina Palone, Susan Murphy, Zenaida Paguirigan, David Bach, Hilary Harmssen, Glenn Eagleson, Elaine Calhoun, Kris Damalas, Andrew Russo, Lanya Samuelsen, Phyllis McGuire, Shirley Melnicoe, Steve Bingham, Stacey Ho, Holly Tedford, Terri Feeley, Ricardo Alva, Anthony Ng, John Franlchi, Steve Arcelona, Adam Nguyen.

The meeting was convened at 9:37 a.m, with a quorum present at this time.

Agenda Item #1 - Adoption of the Agenda (Action Item)

Motion to adopt the agenda was made by Nathan Nayman, seconded by Leslie Luttgens.

Ayes: Rosalie Bulach, Tom Ryan, Abby Snay, Lynn Bunim and Trent Rhorer.

Nays: None

Abstentions: None

Motion passed.

Agenda Item #2 - Adoption of minutes from November 28, 2007 (Action Item)

Motion to adopt the minutes was moved by Nathan Nayman and seconded by Leslie Luttgens.

Ayes: Rosalie Bulach, Abby Snay, Lynn Bunim, Trent Rhorer and Tom Ryan

Nays: None

Abstentions: None

Motion Passed.

Agenda Item #3 – Release of WIA RFP (Action Item)*

Ms. Simmons presented a memo (please see Attachment #1) to the Executive Committee requesting permission for her office to release the Request for Proposal (RFP) for the Workforce Investment Act (WIA) Program.

Ms. Simmons pointed out the following:

- There is a 15% decrease of WIA funds by the Federal government of the allocation for the current year.
- The timeline process is to release the RFP by late March/early April.
- Workforce Development is working towards locating additional dollars to augment the WIA dollars, possibly from other City departments.
- There were significant changes made to the youth services funding

Questions/Concerns from the Committee:

- Are these RFP's going to be focused on the sector model?
- Concerned with opening two more One Stops when the current One Stops are not in order
- Will the funding come from the General Fund for these One Stops?

Ms. Simmons responded that the idea of the RFP is to focus on the sector model, and currently San Francisco is operating in three of the seven sectors: Construction, Retail/Hospitality and Transportation. Ms. Simmons also pointed out, that by opening two new One Stop Centers these new centers can be properly structured to ensure a high-functioning system is in place from the onset of these two new centers. As for the funding for the One Stops, Ms. Simmons stated that the seed money does come from the General Fund, of which her office will be trying to institutionalize.

Public Comment:

David Bach, [LGBT Community Center] asked if releasing the RFP in late March was reasonable. Amy Wallace [Senior Workforce Manager, MOEWD] replied that their department is giving interested organizations 6-weeks to submit their proposals.

Homer Teng, [Chinatown Families Economic Self-Sufficiency Coalition], stated that he was excited about the new Chinatown One Stop.

Lanya Samuelsen, [International Institute of the Bay Area] pointed out that with the new common measures for the WIA funding for youth, the new regulations will not allow for her organization to serve additional youth and would like the Committee to take that into consideration.

Motion to release the WIA RFP was moved by Rosalie Bulach and seconded by Nathan Nayman.

Ayes: Leslie Luttgens, Lynn Bunim, Trent Rhorer, and Tom Ryan

Nays: None

Abstentions: Abby Snay

Motion Passed.

Agenda Item #4 – Review of WIA Directives (Action Item)*

Ms. Simmons introduced Elaine Calhoun, who is the new Workforce Development – Director of Business Services. Ms. Calhoun [MOEWD] presented a memo to the Committee (please refer to Attachment #2) requesting their approval of two items.

The first item is for the Executive Committee to grant permission to the Business Services staff of the Workforce Development Department of MOEWD [Mayor's Office of Economic and Workforce Development] as the responsible party of the ETPL for San Francisco and authorize that they complete these tasks on behalf of the WISF.

Questions/Comments by the Committee:

- Do all new organizations or employers that want to get on the ETPL, must come before the WISF Board? Ms. Simmons responded yes.

Motion to grant permission to the Business Services unit of the Workforce Development Department as the responsible party for the ETPL for San Francisco was moved by Trent Rhorer and seconded by Leslie Luttgens.

Ayes: Rosalie Bulach, Lynn Bunim, Nathan Nayman, and Tom Ryan

Nays: None

Abstentions: Abby Snay

Motion Passed.

The second item that Ms. Calhoun [MOEWD] presented on was requesting permission from the Executive Committee to explore and then come back to the Committee with a report on not having a blanket waiver for San Francisco ETPL.

Public Comments:

- Will there be a public process to work through the details of the ETPL blanket waiver issue? Elaine Calhoun, [MOEWD] replied yes.

Motion to grant permission to the Business Services unit of the Workforce Development Department to research and report back whether or not the WISF Board will or will not have a blanket waiver for the San Francisco ETPL was moved by Rosalie Bulach and seconded by Leslie Luttgens.

Ayes: Trent Rhorer, Lynn Bunim, Nathan Nayman, and Tom Ryan

Nays: None

Abstentions: Abby Snay

Motion Passed.

Agenda Item #5 – Update on WIB Recruitment (Discussion Item)

Ms. Simmons presented the following information:

- At the next Executive Committee Meeting, Ms. Simmons will present a new WIB process.
- There will be two Board of Supervisors (possibly one member from the Budget and Finance Committee) and two community representatives on the new WISF Board.

- There is no designated number of WIB members, other than the requirements mandated by the Federal law/ There is a 51% business membership mandate.
- The process will include: Workforce Development Staff bringing to the Executive Committee a list of potential members that the Committee will review and make comments.

Public Comment:

- Chancellor Day's last day is Friday, 2/29/08.
- Former WIB members need clarification on whether or not they are still on the WISF Board.

Agenda Item #6 – Director's Report (Discussion Item)

Ms. Simmons referred to the previous updates that she gave throughout the meeting. Please see above agenda items.

Agenda Item #7 – Guest Speaker: Amy Sherman, CAEL – Individual Accounts (Discussion Item)

Amy Sherman, [CAEL] presented a power-point presentation on LiLAS [Lifelong Learning Accounts]. CAEL is the Council for Adult and Experiential Learning, a 501(c) (3) non-profit, international organization with 33+ years of experience. They are a national workforce intermediary dedicated to removing barriers to adult learning.

Agenda Item #8 – Chair's Report (Discussion Item)

None

Agenda Item #9 – Public Testimony on Non-Agenda Items (Discussion Item)

Zenaida Paguirigan, [Arriba Juntos] thanked the Executive Committee for the extension on their contract.

Agenda Item #10 – Future Agenda Items (Discussion Item)

None

Agenda Item #11 - Adjournment (Action Item)

Motion to adjourn was moved by Leslie Luttgens and second by Tom Ryan
Ayes: Abby Snay, Trent Rhorer, Rosalie Bulach, Lynn Bunim and Nathan Nayman

Nays: None

Abstentions: None

Motion passed

The meeting was adjourned at 11:30 am

All written materials distributed at the meeting are posted on the City and County of San Francisco's website www.sfgov.org/moewd, and are incorporated by reference herein.