

WORKFORCE INVESTMENT SAN FRANCISCO

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

Minutes Of The

May 31, 2019

Meeting of the

Workforce Investment San Francisco (WISF) Board Executive Committee

San Francisco City Hall Green Room 201

1 Dr. Carlton B. Goodlett Place

San Francisco, 94102, San Francisco, CA 94102

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| WISF Executive Committee Members Present | Kevin Carroll, Hotel Council Jeanine Cotter, Luminalt Aaron Michel, 1984 Ventures | Jorge Tapia, EDD Sam Rodriguez, Rodriguez Strategic Partners, LLC |
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**WISF Members
Absent**

Roll Call Kevin Carroll, WISF Chair called the meeting to order at 9:05 AM.

Mr. Carroll welcomed the members.

Director Remarks
(Discussion Item) Mr. Carroll invited Director Arce to say a couple of words of introduction.

Mr. Arce thanked the group for service on the Executive Committee. Mr. Arce then discussed the responsibilities of the committee and the benefits of having a leadership team work and on behalf of with the full WISF.

Adoption of Agenda
(Action Item) There was a quorum, so the motion to adopt the agenda was unanimously approved as amended to include an action item setting the regular meeting schedule.

**Regular Meeting
Schedule**
(Discussion Item)

Mr. Carroll offered a recommendation for setting the regular meeting schedule of the Executive Committee to occur on a quarterly basis, roughly a six weeks in advance of the full WISF meeting.

The Committee agreed without any dissent.

Election of Vice Chair
(Action Item)

Mr. Carroll introduced this item by noting the important of having a Vice Chair elected by the Committee for both instances where the Chair is absent and for succession planning purposes.

Mr. Carroll then sought nominations, first asking the members to say a few words about their background.

Mr. Rodriguez nominated Janine Cotter and Mr. Tapia seconded the motion. All members voted in favor.

**Transfer of WIOA
Title I Dislocated
Worker Formula
Funds to WIOA Title I
Adult Formula Funds**
(Action Item)

Mr. Carroll asked Amabel Akwa-Asare to introduce the next item. Ms. Akwa-Asare provided background on the need and authority of the WISF to transfer funds from to WIOA dislocated formula funds to adult formula funds.

Ms. Cotter sought clarification on how these funds flow to providers. Ms. Akwa-Asare clarified.

Mr. Rodriguez moved to approve the action item subject to the subsequent consideration by the full WISF. Ms. Cotter seconded the motion. The Committee unanimously voted to approve the motion.

**Local and Regional
Plan Update**
(Discussion Item)

Mr. Carroll invited Amabel Akwa-Asare to provide an update on the Regional and Local WIOA Plans.

Ms. Akwa-Asare provided background on the requirements of WIOA and the State policy objectives for years 2017-2021 and asked Jennifer Hand to provide procedural and substantive updates.

Ms. Hand updated the committee about the progress of new state-level partnerships and new initiatives to build regional prison to employment pathways. Ms. Hand reminded the WISF of the timeline for approval and submission of the plans.

Mr. Michel asked how public comment was incorporated into the Update and Ms. Hand clarified the manner in which the Update was responsive to public comment.

Mr. Rodriguez asked if we knew the proportion of Calfresh recipients are employer and Ms. Akwa-Asare agreed to work with HSA to determine the reportability of that statistic.

Ms. Cotter moved to approve the action item subject to the subsequent consideration by the full WISF. Mr. Michel seconded the motion. The Committee unanimously voted to approve the motion.

Mr. Tapia also made a motion for staff to subsequently offer recommendations for reconvening the WISF Youth Committee. Mr. Rodriguez seconded the motion. The motion was unanimously approved.

**Public Comment on
Non-Agenda Items**
(Discussion Item)

Mr. Carroll opened up the meeting for public comment. There was no public comment.

Adjournment
(Action Item)

Mr. Carroll notes that the next meeting will be scheduled subsequently. Mr. Carroll called for a motion to adjourn the meeting and the meeting was adjourned at 10:20 A.M.

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