

WORKFORCE INVESTMENT SAN FRANCISCO

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

Minutes Of The

July 31, 2019

Meeting of the

Workforce Investment San Francisco (WISF) Board Executive Committee

Office of Economic and Workforce Development

1 South Van Ness, 5th Floor

San Francisco, CA 94103

WISF Executive Committee Members Present	Kevin Carroll, Hotel Council Jeanine Cotter, Luminalt Aaron Michel, 1984 Ventures	Jorge Tapia, EDD
WISF Members Absent	Sam Rodriguez, Rodriguez Strategic Partners, LLC	
Roll Call	Kevin Carroll, WISF Chair called the meeting to order at 10:05 AM. Mr. Carroll welcomed the members.	
Adoption of Agenda <i>(Action Item)</i>	There was a quorum and the motion to adopt the agenda, made by Member Michel, was unanimously approved.	
Approval of Minutes from May 31, 2019 <i>(Action Item)</i>	Mr. Carroll sought a motion to approve the minutes from the May 31, 2019 Executive Committee Meeting. Member Michel made the motion, Member Tapia seconded, and the minutes were unanimously approved.	
Director Remarks <i>(Discussion Item)</i>	Mr. Carroll asked Director Josh Arce to say a few words of introduction. Mr. Arce again thanked the members for their service and introduced the next agenda items with a review of the WISF's mission.	

<p>Board Engagement Strategy <i>(Discussion Item)</i></p>	<p>Mr. Carroll initiated a discussion about Board engagement to enhance both attendance and the capacity of Board member to engage in a deeply substantive manner.</p> <p>Member Michel noted that a retreat of any significant substance would be challenging given the size of the Board. He suggested that time at a future meeting should be set aside for a discussion of the mission, anticipated decision points, goals, and performance indicators.</p> <p>Member Cotter suggested a review of mandated duties, the known schedule for things like action items, and the impact of those decision points to create an “arc of understanding” regarding the roles and responsibilities of members, the vision, and the schedule of items going forward.</p> <p>Member Tapia noted that absent from these discussion is how programs and service provision manifests on the ground, in neighborhoods and at Access Points. The other members indicated concurrence.</p> <p>Member Michel expressed a desire to understand WIOA in greater detail.</p> <p>Mr. Arce noted the inherent connection with the identification of future business.</p>
<p>Identification of Future Business <i>(Discussion Item)</i></p>	<p>In relation to the last item, Mr. Arce expressed that a WISF/WIOA 101 presentation could be provided in December. He also noted that a discussion of the next RFP could be expected in the first quarter of next year and would also be a good opportunity to get into the nuts and bolts of the workforce system.</p> <p>Member Tapia expressed a desire to present members with information about what is not working, noting the tension between metrics and making the information accessible.</p> <p>Member Michel agreed and wants to understand how we measure the efficacy of programs, WIOA funded and otherwise.</p> <p>Member Cotter suggested a survey to measure member understanding and capacity on these topics as well as understanding how member engagement can be enhanced.</p> <p>Member Tapia noted that committees could be a useful tool to increase engagement.</p>
<p>Public Comment on Non-Agenda Items <i>(Discussion Item)</i></p>	<p>Mr. Carroll opened up the meeting for public comment. There was no public comment.</p>
<p>Adjournment <i>(Action Item)</i></p>	<p>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 12:00 P.M.</p>