

WORKFORCE INVESTMENT SAN FRANCISCO

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

Draft Minutes of The

December 11, 2024

Meeting of the Workforce Investment San Francisco (WISF) War Memorial

Veterans Building, Green Room, 2nd Floor

San Francisco, CA 94102

WISF

Members Present

Jeanine Cotter, Chair, Luminalt Solar
Alex Wong, Kaiser Permanente
Anupama Shekhar, Microsoft
Ben Tran, California Department of
Rehabilitation
Bruce Callander, HUB International
Charley Lavery, Operating Engineers Local 3
Christina Sellami, Marriott International
Iowayna Peña, San Francisco Giants

Jorge Tapia, EDD
John Halpin, City College of San Francisco
Kim Tavaglione, SF Labor Council
Tony Delorio, Local Union No. 665
Sam Rodriguez, Vice-Chair, Rodriguez Strategic
Partners, LLC

WISF

Members Absent

Angela Tamayo, SEIU-UHW
Colin Chinery, Salesforce
John Doherty, IBEW Local 6
Laurie Thomas, Golden Gate Restaurant
Association (Online)
Laura Van, Sutter Health
Lori Dunn-Guion, Swinerton
Lynn Mahoney, SFSU
Matt Dorsey, San Francisco Board of Supervisors

Meaghan Mitchell, San Francisco Standard
Michon Coleman, Hospital Council of Northern &
Central California (Online)
Ramon Hernandez, Laborers Local 261
Shamann Walton, San Francisco Board of
Supervisors
Shanell Williams, UCSF California Preterm Birth
Initiative
Vikrum Aiyer, Heirloom

Ohlone Land Acknowledgement, Announcements & Housekeeping (Discussion Item)

Before the commencement of the meeting, the Mayor's Office swore in the new WISF member, Ben Tran, DOR.

Jeanine Cotter, WISF Chair, introduced herself and called the meeting to order at 9:08 a.m.

Roll Call (Discussion Item)

Secretary Iris Rollins (OEWD) opened the meeting by reciting the Ohlone Land Acknowledgement. Secretary Rollins conducted roll call. Quorum was not present.

Chair's Welcome (Discussion Item)

Chair Cotter thanked WISF members and the general public for attending the hybrid WISF meeting at the War Memorial Green Room and remotely on Zoom.

Adoption of the Agenda (Action Item)

Chair Cotter called for comments on the agenda for the December 11, 2024 meeting, clarifying that due to the absence of a quorum, voting would be postponed until the next WISF Board meeting. Seeing no comments or questions, Chair Cotter closed this agenda item.

Approval of Minutes from September 11, 2024, Meeting (Action Item)

Chair Cotter called for comments on the minutes from the September 11, 2024 meeting. Due to the absence of a quorum, voting would be postponed until the next WISF Board meeting. Seeing no comments or questions, Chair Cotter closed this agenda item.

Workforce Director's Report
(Discussion Item)

Chair Cotter called the Workforce Director's Report and asked Ken Nim, Director of CityBuild and Interim Director of Workforce Development at Office of Economic and Workforce Development (OEWD), to provide remarks.

Labor Market Information

Director Nim summarized updated labor market data from the California EDD. San Francisco's unemployment rate fluctuated between 3% and 4% over the past year, with a brief spike to 4.1% in August before decreasing to 3.7%. Industry trends show a decline in Trade, Transportation, & Utilities and Tech sectors, with growth in Private Education & Health Services and Government sectors.

Workforce Programs Highlights

Director Nim highlighted partnerships with the Ocean View-Merced Heights-Ingleside (OMI) Job Center and the Opportunities for All program, which have collaborated to offer a security training program tailored to participants' interests. OEWD recently hosted a well-attended data validation training session to ensure grantee documentation aligns with WIOA requirements. This alignment is critical for maintaining federal funding.

CityBuild Academy Graduation

Director Nim announced the upcoming graduations for CityBuild Academy Cycle 41 and the Construction Administration and Professional Services Academy (CAPSA) Cycle 30. A total of 60 graduates will be celebrated during events hosted at University of California San Francisco (UCSF) Mission Bay. He expressed gratitude to UCSF for providing the venue.

National Apprenticeship Week

The 10th anniversary of National Apprenticeship Week will feature a series of events, including a gathering hosted by OEWD's TechSF Academy and Laney College. Director Nim highlighted the importance of these events in celebrating apprenticeship programs and engaging with local employers.

Seeing no other comments, Chair Cotter closed this agenda item.

Local Area Subsequent Designation & Local Board Recertification
(Action Item)

Chair Cotter noted that Agenda Item #7, the Local Area Subsequent Designation & Local Board Recertification would be skipped and returned to if quorum was achieved.

OEWD Workforce Programs Outcomes – FY 2023-24
(Discussion Item)

Chair Cotter welcomed Director of Workforce Strategy, Chad Houston and Interim Deputy Director, Ren Floyd-Rodriguez to provide an update on the Office of Economic and Workforce Development Workforce Division's program outcomes for Fiscal Year 2023-2024.

Deputy Director Floyd-Rodriguez provided an update on the Workforce Development Department's program outcomes. Director of Workforce Strategies, Chad Houston provided additional detail on the information presented by Deputy Director Floyd-Rodriguez, emphasizing data focused on program participants by neighborhood/zip code.

Chair Cotter opened the item for Board questions.

Member Lavery inquired whether on policies and legislation which affect different sectors, like the Local Hire policy for the Construction sector, and asked whether OEWD would provide updates on policies for other sectors in the future.

Member Rodriguez asked about unemployment rates by zip code data availability from EDD and whether OEWD is able to coordinate with EDD for that information.

Member Tapia (EDD) responded to the question stating that the data are not widely available, and that EDD providers verify zip code during the unemployment claim process. Providers would need to manually verify unemployment and zip code with EDD during the intake process.

Member Callander inquired about job center locations and planning around locations. OEWD responded that the job center locations are based on community need.

Member Wong inquired whether OEWD tracks participants after they complete the program. Director Floyd-Rodriguez noted that OEWD provides retention and follow-up services for up to one-year post-program.

Seeing no further questions, Chair Cotter closed this agenda item.

**Local Area
Subsequent
Designation & Local
Board
Recertification
(Action Item)**

Chair Cotter noted that the group still did not have quorum. Member Rodriguez requested a presentation on the item without action. Chair Cotter called the item.

Director Houston introduced Jen Hand, Workforce Impact Manager, to give a presentation to the board. Ms. Hand presented on the Local Area Subsequent Designation and Local Board Recertification processes, which are WIOA-required biennial reviews of Local Area performance and WISF composition.

Ms. Hand noted that the application requires successful performance, fiscal integrity, engagement in regional planning, and adherence to federal board membership categories. Ms. Hand summarized that OEWD is on track to meet the requirements, though final validated performance outcomes from the State and results from the monitoring were forthcoming.

Ms. Hand also summarized the four-year Local and Regional WIOA planning process and requested the Board to provide responses to discussion questions.

Chair Cotter called for questions.

Member Rodriguez inquired whether OEWD was concerned about approval of the Local Area Subsequent Designation and Local Board Recertification considering the incoming Federal administration. Ms. Hand noted that the Governor is responsible for approving applications.

Member Rodriguez inquired whether OEWD was concerned about the income Federal administration impacting WIOA allocations. Ms. Hand noted that OEWD is tracking on the ongoing WIOA reauthorization discussions which would impact funding allocations.

Seeing no further questions, Chair Cotter closed this agenda item.

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

Chair Cotter opened the meeting for public comment on non-agenda items. Secretary Rollins provided instruction for public comment and shared that those in a virtual space could provide public comment in the chat.

Secretary Rollins thanked the A/V crew at the War Memorial for their meeting support.

Seeing no other in-person or virtual comments, Chair Cotter closed this agenda item.

Adjournment
(Action Item)

Chair Cotter thanked the members for attending and reminded the Board that the next meeting will take place on Wednesday, December 11, 2024.

Chair Cotter called for a motion to adjourn the meeting. Member Tavaglione made the motion to adjourn which was seconded by Member Delorio and was unanimous. The meeting adjourned at 10:03 a.m.

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