WORKFORCE INVESTMENT SAN FRANCISCO

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

AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

WEDNESDAY, MARCH 11, 2026
9:00 – 11:00 AM
SAN FRANCISCO WAR MEMORIAL & PERFORMING ARTS CENTER
VETERAN'S BUILDING, GREEN ROOM
401 VAN NESS AVENUE, 2ND FLOOR
SAN FRANCISCO, CA 94102

Members of the public may register for Zoom link @
https://us02web.zoom.us/meeting/register/ggDWZG6vSjOEQIq7Buq1-Q

1.	Ohlone Land Acknowledgment, Announcements, and Housekeeping *(Discussion Item)*
2.	Roll Call (*Discussion Item*)
3.	Chair's Welcome *(Discussion Item)*
4.	Adoption of the Agenda for December 10, 2025 *(Action Item)*
5.	Approval of the Minutes for September 10, 2025 *(Action Item)*
6.	Adoption of the Agenda for March 11, 2026 *(Action Item)*
7.	Approval of Minutes from December 10, 2025 *(Action Item)*
8.	Consent Agenda – Workforce Innovation and Opportunity Act (WIOA) Funds Transfer Request *(Action Item)*
9.	State Workforce Priorities and the Master Plan for Career Education with Stewart Knox, Secretary of the California Labor and Workforce Development Agency *(Discussion Item)*
10.	Executive Director's Report *(Discussion Item)*
11.	Workforce Director's Report *(Discussion Item)*
12.	Public Comment on Non-Agenda Items *(Discussion Item)*
13.	Adjournment *(Action Item)*

Workforce Investment San Francisco

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

NOTICE OF A PUBLIC MEETING
of the
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

Date Wednesday, March 11, 2026

Time 9:00 AM – 11:00 AM

Location San Francisco War Memorial
401 Van Ness Ave., 2nd FL. Green Room
San Francisco, CA 94102

Click to join Zoom for Public Comment

Any materials distributed to the members of the WISF within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Office of Economic and Workforce Development at 1 South Van Ness Ave, 5th Floor San Francisco, CA 94103 during regular office hours and can be reviewed on the website: sf.gov/departments/workforce-investment-san-francisco-wisf-board

To obtain a free copy of the City's Sunshine Ordinance or to report a suspected violation, contact:

Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4683

Telephone: 415-554-7724
Fax: 415-554-5163
Email: sotf@sfgov.org

The Sunshine Ordinance online at:
www.sfbos.org/index.aspx?page=5561

Workforce Investment San Francisco

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

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Issued: Wednesday, March 4, 2026

ACCESSIBLE MEETING POLICY

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WORKFORCE INVESTMENT SAN FRANCISCO

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

AGENDA FOR
MEETING OF THE
WORKFORCE INVESTMENT SAN FRANCISCO BOARD

WEDNESDAY, DECEMBER 10, 2025
9:00 – 11:00 AM
SAN FRANCISCO WAR MEMORIAL & PERFORMING ARTS CENTER
VETERAN'S BUILDING, GREEN ROOM
401 VAN NESS AVENUE, 2ND FLOOR
SAN FRANCISCO, CA 94102

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1.	Ohlone Land Acknowledgment, Announcements, and Housekeeping *(Discussion Item)*
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4.	Adoption of the Agenda *(Action Item)*
5.	Approval of Minutes from September 10, 2025 *(Action Item)*
6.	Executive Director's Report *(Discussion Item)*
7.	Workforce Director's Report *(Discussion Item)*
8.	OEWD Workforce Program Outcomes – FY 2024-25 *(Discussion Item)*
9.	OEWD Employer Services Update – FY 2024-25 *(Discussion Item)*
10.	Public Comment on Non-Agenda Items *(Discussion Item)*
11.	Adjournment *(Action Item)*

WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco
Draft Minutes of September 10, 2025
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
Sam Rodriguez, Vice-Chair, Rodriguez Strategic Partners, LLC
Alex Wong, Kaiser Permanente
Ay'Anna Moody, Golden State Warriors
Bruce Callander, HUB International
Charley Lavery, Operating Engineers Local 3
Denise Dorsey, California Department of Rehabilitation
John Halpin, City College of San Francisco
Jorge Tapia, EDD
Kim Tavaglione, SF Labor Council
Lan Huynh Lee, San Francisco Giants
Laurie Thomas, Golden Gate Restaurant Association
Meaghan Mitchell, San Francisco Standard
Michon Coleman, Hospital Council of Northern & Central California
Paul Hinz, Swinerton
Tracy Gallardo for Shamann Walton, San Francisco Board of Supervisors
Vikrum Aiyer, Heirloom

WISF Members Absent

Angela Tamayo, SEIU-UHW
Anupama Shekhar, Microsoft
Christina Sellami, Marriott International
Colin Chinery, Salesforce (joined remotely)
John Doherty, IBEW Local 6
Laura Van, Sutter Health
Lynn Mahoney, SFSU
Matt Dorsey, San Francisco Board of Supervisors
Ramon Hernandez, Laborers Local 261
Shanell Williams, UCSF California Preterm Birth Initiative
Tony Delorio, Teamsters Local Union No. 665

Ohlone Land Acknowledgement, Announcements & Housekeeping
(Discussion Item)

Jeanine Cotter, WISF Chair, introduced herself and called the meeting to order at 9:00 a.m.

Secretary Tai Seals-Jackson (OEWD) opened the meeting by reciting the Ohlone Land Acknowledgement, agenda, and providing instruction on public comment.

Roll Call
(Discussion Item)

Secretary Seals-Jackson conducted roll call. Quorum was not present. Chair Cotter alerted the board that it would return to action items when quorum was achieved.

Chair's Welcome
(Discussion Item)

Chair Cotter thanked WISF members and the general public for attending the WISF meeting at the War Memorial Green Room and remotely on Zoom. Chair Cotter acknowledged the presence of California Workforce Development Board members Hala Hijazi and Ben McDonald and California Workforce Association Executive Director Adam Peck in the gallery. Chair Cotter also introduced the three new WISF Members: Ay'Anna Moody, Paul Hinz, and Denise Dorsey. All three members gave remarks on their organization and interest in joining WISF.

Adoption of the

Chair Cotter invited comments on the agenda and noted that the board would return to this

Agenda
(Action Item)

item when quorum was achieved.

Approval of Minutes from June 4, 2025 Meeting
(Action Item)

Chair Cotter invited comments on the minutes from the June 4, 2025 meeting and noted that the board would return to this item when quorum was achieved.

Executive Director's Report
(Discussion Item)

Chair Cotter introduced Executive Director Anne Taupier to provide general OEWD updates. Director Taupier provided remarks on her first three months in her new role, as well as her background leading the Joint Development Division delivering large development projects through San Francisco, such as the Potrero Power Station, 5M, Treasure Island, Balboa Reservoir, among others. Director Taupier spoke to San Francisco's seat as a global city on the cutting edge of technology and innovation, and the need to collaborate across OEWD divisions.

Vice-Chair Rodriguez requested a fun fact from Director Taupier. She responded.

Member Aiyer requested additional information on the state of workforce funding at the regional level and how to maintain San Francisco's position with regards to expected federal cuts.

OEWD Director of Workforce Development Iowayna Peña shared that the California Jobs First presentation would give more details later in the agenda.

Seeing no other comments, Chair Cotter closed this agenda. Chair Cotter acknowledged the arrival of Members Wong and Tavaglione and returned to the action items.

Adoption of the Agenda
(Action Item)

Chair Cotter invited comments on the agenda. Seeing none, she called for a motion to adopt and second. The agenda adoption was moved by Member Lavery and seconded by Member Callender. The vote was unanimous.

Approval of Minutes from June 4, 2025 Meeting
(Action Item)

Chair Cotter invited comments on the minutes from the June 4, 2025 meeting. Seeing none, she called for a motion to approve and second. The approval was moved by Member Tavaglione and seconded by Member Hinz. The vote was unanimous.

Workforce Director's Report
(Discussion Item)

Chair Cotter then moved the conversation to the Workforce Director's report with OEWD Director of Workforce Development Iowayna Peña. Director Peña provided an update around her vision for the OEWD Workforce Division and activities that occurred in the last quarter.

Director Peña provided an update on labor market information and shared that the unemployment rate has remained steady at full employment, though there have been slight increases. Director Peña spoke to the work of the Employer Services team in responding to layoff notices ("WARNs").

Director Peña provided an update on programs and services for jobseekers. Enterprise for Youth hosted a Summer Expo to create an opportunity for students to present on their summer internship experiences. CityBuild Academy has its highest youth enrollment to-date, at 45%

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transitional age youth. Additionally, the CityEMT program—a program focused on pipelining youth into emergency medical technicians jobs—had its ninth cohort graduation this past June. OEWD also supported a large job fair at the Employment Development Division, where OEWD signed up over 100 job seekers.

Director Peña provided an update on planning, policy, and compliance. The Division hosted several provider trainings on federal workforce funding requirements, data systems and data integrity, and program policies for new and existing grantees. The Division is gearing up for its four-year procurement, and it will be hosting a Community Listening Session on September 18, 2025. The Division is also working on partnerships to align the City-funded workforce system and implement the goals for the Committee on City Workforce Alignment with San Francisco Unified School District, the San Francisco Department of Early Childhood, and Department of Children Youth and Their Families. A small team attended the California Workforce Association's Meeting of the Minds conference and supported a presentation on navigating the policy process with stakeholders.

Lastly, OEWD is hosting its annual Mega Job Fair on Wednesday, October 8th from 12 – 3 p.m.

Chair Cotter opened the item for questions. Member Lavery asked whether the increase in unemployment is tied to federal funding and impacts to local capital projects. Director Peña noted that the team could monitor and note any relevant updates in the future.

Member Thomas requested whether OEWD could provide year-to-year and pre-pandemic comparisons on the labor market information.

Vice-Chair Rodriguez requested updates on artificial intelligence impacts on the labor market, additional information on federal workforce funding allocation percentages to training providers, and whether job seekers attending a job fair can be captured in CalJOBS. Member Tapia responded that anyone is eligible to create a CalJOBS account, and any participant receiving unemployment may have a CalJOBS account already.

Member Gallardo noted that District 10 has been seeing rising violence and asked whether the department is considering violence prevention in the upcoming RFP and asked about middle management pathways for community-based organization workers. Director Peña shared that the department is considering these areas, and the Division looks forward to working with the office and to collect more input through the upcoming procurement listening sessions.

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

California Jobs First Project Overview
(Discussion Item)

Chair Cotter then moved the conversation to the California Jobs First Project Overview with Jay Banfield, Chief Economic Mobility Officer at All Home.

Mr. Banfield shared that the California Jobs First project is a Governor's initiative that started in 2022 and established 13 regions throughout the State, with the nine-county Bay Area being one region. All Home is the Regional Convener and the ten Bay Area workforce boards, led by OEWD, act as the Fiscal Agent. California Jobs First aimed to create an economic planning structure, create a carbon neutral economic, produce high-wage work, and privilege disinvested communities and workers. Mr. Banfield acknowledged the economic plan developed by the Bay Area Jobs First Collaborative was recently rated as a Comprehensive Economic Development Strategy by the federal government.

Mr. Banfield acknowledged the leadership of Member Tavaglione on the Bay Area Jobs First Collaborative Steering Committee. Mr. Banfield referenced the Bay Area Jobs First Collaborative's $9 million investment in pilot projects ("Catalyst"); these projects area available for review on the All Home website: https://www.allhomeca.org/california-jobs-first/. Mr. Banfield noted the availability of additional funds from the California Governor's Office of Business and Economic Development.

Chair Cotter opened the floor for questions. Chair Cotter asked for clarification on why clean energy was not selected as one of the five sector investment strategies. Mr. Banfield shared that clean energy was a priority, but it was not selected by the planning group.

Member Tapia requested clarification on the supply chain development of battery manufacturing. Mr. Banfield clarified that the Battery Manufacturing Sector Investment Coordinator is identifying which parts of the supply chain is relevant for the Bay Area.

Member Tavaglione shared that there have been challenges navigating the State's multi-county approach in identifying priorities, as well as the changing intent of the program at the State level. There are also challenges with the group identifying priorities (e.g., affordable housing) that do not align with State priorities.

Chair Cotter made comments about her experience with battery storage and manufacturing, and her interest in this area.

Seeing no other comments, Chair Cotter closed this agenda.

FY 2025-26 Workforce Innovation and Opportunity Act (WIOA) Budget Update
(Action Item)

Chair Cotter then moved the conversation to the FY 2025-26 Workforce Innovation and Opportunity Act (WIOA) budget action item and introduced Director Peña. Director Peña shared that OEWD received $6.8 million in WIOA funding. OEWD recommends allocating the WIOA Funds among 21 existing providers. She presented the WIOA allocations for the Comprehensive Job Center, Neighborhood Job Centers, Specialized Job Centers, Young Adult Job Centers, and Young Adult Subsidized Employment programs.

Chair Cotter opened the agenda item for public comment. Secretary Seals-Jackson provided instruction on public comment. Brett Berning, SFMTA, made comments about SFMTA's youth programs and made suggestions around technology tools and artificial intelligence resources that could serve the City's workforce system.

Chair Cotter acknowledged that this item is specific to the WIOA funding strategy. Seeing no other comments, Chair Cotter closed public comment. Chair Cotter called for member comments.

Member Dorsey requested information on employment outcomes of WIOA providers. Director Peña affirmed that the team has the information and indicated that the team could provide response at a future meeting.

Member Tavaglione requested clarification on whether these allocations were reduced from last year. Director Peña noted that we received a larger WIOA allocation.

Member Tapia requested clarification on whether OEWD canceled allocations to previous

providers. Director Peña clarified that OEWD reworked allocations based on performance.

Member Gallardo noted that District 10 provides a $3 million add-back to the Workforce Division, and requested information on what the actual loss from last year to this year is. Director Peña noted that the presentation is discussing federal workforce funding here, and there is a separate process for the local add-back process. Member Gallardo requested clarification on the loss of workforce funding from last year to this year and to identify a plan for funding.

Seeing no further comments, Chair Cotter requested a motion to approve and second. Member Tavaglione made the motion, which was seconded by Member Lee. The vote was unanimous but for Member Moody who abstained.

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

Public Comment on Non-Agenda Items
(Discussion Item)

Chair Cotter opened the meeting for public comments on non-agenda items. Secretary Seals-Jackson provided instruction for public comments and shared that those in a virtual space could provide public comment in the chat. There was no public comment.

Adjournment
(Action Item)

Chair Cotter thanked the members for attending and requested closing comments from the Board. Member Tavaglione made comments on the City's Upzoning Plan.

Chair Cotter reminded the Board that the next meeting will take place on Wednesday, December 10, 2025.

Chair Cotter called for a motion to adjourn the meeting. Member Tavaglione made the motion to adjourn which was seconded by Vice-Chair Rodriguez and was unanimous. The meeting adjourned at 10:43 a.m.

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WORKFORCE INVESTMENT SAN FRANCISCO

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

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WORKFORCE INVESTMENT SAN FRANCISCO

Local Workforce Investment Board for the City and County of San Francisco
Draft Minutes of December 10, 2025
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
John Halpin, City College of San Francisco
Jorge Tapia, EDD
Lan Huynh Lee, San Francisco Giants
Laurie Thomas, Golden Gate Restaurant Association
Angela Tamayo, SEIU-UHW
Meaghan Mitchell, San Francisco Standard (remote)
Michon Coleman, Hospital Council of Northern & Central California
Paul Hinz, Swinerton
Tracy Gallardo for Shamann Walton, San Francisco Board of Supervisors
Christina Sellami, Marriott International
Anupama Shekhar, Microsoft
Shanell Williams, UCSF California Preterm Birth Initiative

WISF Members Absent

Vikrum Aiyer, Heirloom
Ay'Anna Moody, Golden State Warriors
Charley Lavery, Operating Engineers Local 3
Denise Dorsey, California Department of Rehabilitation
Colin Chinery, Salesforce
John Doherty, IBEW Local 6
Laura Van, Sutter Health
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Sam Rodriguez, Vice-Chair, Rodriguez Strategic Partners, LLC
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Alex Wong, Kaiser Permanente
Kim Tavaglione, SF Labor Council
Bruce Callander, HUB International

Ohlone Land Acknowledge-ment, Announce-ments & Housekeeping
(Discussion Item)

Jeanine Cotter, WISF Chair, introduced herself and called the meeting to order at 9:00 a.m.

Secretary Tai Seals-Jackson (OEWD) opened the meeting by reciting the Ohlone Land Acknowledgement, agenda, and providing instruction on public comment.

Roll Call
(Discussion Item)

Secretary Seals-Jackson conducted roll call. Quorum was not present. Chair Cotter alerted the board that it would return to action items when quorum was achieved.

Chair's Welcome
(Discussion Item)

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

Adoption of the Agenda
(Action Item)

Chair Cotter invited comments on the agenda and noted that the board would return to this item if/when quorum was achieved.

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Approval of Minutes from September 10, 2025 Meeting
(Action Item)

Chair Cotter invited comments on the minutes from the September 10, 2025 meeting and noted that the board would return to this item if/when quorum was achieved.

Executive Director's Report
(Discussion Item)

Chair Cotter introduced Executive Director Anne Taupier to provide general OEWD updates. Director Taupier provided a brief overview of the Mayor's priorities and the current state of San Francisco's economy. The update highlighted ongoing efforts to support economic revitalization efforts, particularly in the downtown core, including initiatives aimed at increasing foot traffic, supporting small businesses, and attracting visitors and residents back to the area. The Executive Director emphasized the City's focus on incentive programs and expanded entertainment and cultural programming as key strategies to revitalize downtown and stimulate broader economic activity.

Seeing no other comments, Chair Cotter closed this agenda.

Workforce Director's Report
(Discussion Item)

Chair Cotter then moved the conversation to the Workforce Director's report with OEWD Director of Workforce Development Iowayna Peña.

Director Peña began with a brief overview of labor market trends. Unemployment has fluctuated between 3.5% and 4% over the past year, with minor increases to 4.2% in June and 4.4% in July, followed by a slight decrease to 4.3% in August. September data is delayed due to changes at the federal and state level with the Bureau of Labor Statistics. Director Peña noted that the team will provide backdated reporting once available.

She shared updated employment-by-industry data, highlighting increases in multiple sectors and declines within information, professional services, government, and "other services" (e.g., dry cleaning services, parking, pet care, machine repair, and grantmaking). Overall net job loss was attributed partly to layoffs in government and other services totaling approximately 3,800 positions.

Director Peña then provided Division highlights. Homebridge recently graduated 19 participants from its Vocational ESL Home Care Provider Program, all of whom have since begun home care work. The ECS CHEFS culinary program celebrated its 100th cohort, graduating 15 participants. OEWD also participated in the inaugural Advancing California Apprenticeship Summit, with TechSF leadership representing OEWD's apprenticeship expansion efforts.

CityBuild Academy held a major graduation earlier in the month, with 32 students completing construction training and 25 completing CAPSA, the construction administrative professional track. Most participants had confirmed job placements at or shortly after graduation. Director Peña acknowledged former Supervisor Sophie Maxwell, who delivered the keynote, and Mayor Lurie for attending despite the event taking place on Election Night.

Director Peña next highlighted the recent Youth Workforce Consortium, held October 2, convening youth-serving organizations, city departments, employer partners, and youth participants to discuss sector opportunities, AI impacts, vulnerable populations, and procurement updates. Supervisor Walton attended and reaffirmed the City's commitment to youth workforce development.

The Mega Job Fair on October 8 drew over 2,000 attendees. Director Peña described the significant turnout, long lines stretching around the block, and the importance of employer, labor, education, and CBO

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partners. Mayor Lurie visited the event to meet jobseekers personally. Director Peña thanked OEWD staff and CBO partners who supported onsite services and outreach.

Director Peña concluded by reviewing OEWD's four-year procurement process. OEWD hosted four listening sessions, received substantial community and employer feedback, and is aligning upcoming RFPs with economic trends, sector strategies, short-term credential opportunities, and expanded earn-and-learn pathways. The RFP is expected to release in January, with programs anticipated to begin July 2026.

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

OEWD Workforce Programs Outcomes – FY 2024-25 *(Discussion Item)*

Chair Cotter then moved the conversation workforce program outcomes for the 2024-25 program year and introduced Deputy Director Ren Floyd-Rodriguez to present.

Director Floyd-Rodriguez provided an overview of workforce training metrics for the 2024–2025 program year, highlighting OEWD's sector-based training programs in construction, healthcare, hospitality, technology, and other emerging industries. Sector training programs represent just over 20% of total enrollments, serving approximately 1,300 participants. Programs reported a strong completion rate of about 80%, despite many participants entering with significant barriers to employment and the substantial time commitment required for training. Job placement rates exceed 60%, reflecting the intensive investment in industry-specific skills and credentials.

Several programs, including CityBuild's construction pre-apprenticeship, provide stipends that allow participants to focus on training rather than balancing survival jobs. These programs also serve as important pipelines into apprenticeship and career pathways, particularly in construction and technology, where participants often secure higher-wage and union-connected employment.

Director Floyd-Rodriguez also shared data on client enrollment and service demand across the city. Enrollment is concentrated in neighborhoods with targeted workforce investments and higher levels of need, particularly the Tenderloin, Bayview, and Mission. Neighborhood Job Centers account for the largest share of enrollments, reflecting their role as accessible entry points for workforce services. Year-over-year data shows consistent demand for services from the pandemic through the present, demonstrated by strong attendance at recent events such as the Mega Job Fair. Early data from FY 2025–2026 indicates that services remain active and accessible across neighborhoods.

Member Gallardo asked about declining Dream Keeper enrollments from 584 last year to 292 this year. OEWD staff clarified that the figure reflects the first quarter only and that Dream Keeper funding experienced reductions. Approximately half the previous year's funding remains, with several program areas transitioning into the new procurement categories "Industries as Opportunity" and public safety-focused programming. Staff noted that enrollments are expected to increase after new procurement awards begin January 1.

Additional questions covered data practices, duplication of enrollments, and participant mobility between programs.

Seeing no other comments, Chair Cotter closed this agenda.

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OEWD Employer Services Update – FY 2024-25 *(Discussion Item)*

Chair Cotter then introduced Derek Remski, Director of Employer services, to present fiscal year 2024–25 hiring outcomes.

Director Remski noted that employer engagement is tracked through WorkforceLink, a public job platform supported by Salesforce, with data regularly updated by employer partners, OEWD staff, and CBO job developers.

The Employer Services Unit partnered with over 600 employers during the fiscal year, supporting nearly 1,800 unsubsidized hires for more than 3,100 posted positions. Approximately 57% of posted roles were filled by jobseekers within the OEWD workforce system.
First Source hiring outcomes declined from the previous year's record high of 1,854, primarily due to staffing reductions in ambassador programs covered under First Source obligations. Despite fluctuations, SFO hiring remained strong, with 25% of airport job postings resulting in OEWD-supported placements. Director Remski thanked NovaWorks, OEWD's South Bay partner, for providing essential supports—such as Clipper cards—to airport workers.

The team responded to 64 WARN notices and seven non-WARN layoff events, providing rapid response services to 949 affected workers, including federal and state employees impacted by "reduction in force" actions. Director Remski acknowledged Member Tapia and EDD for strong collaboration.
Director Remski shared examples of collaborative programming, including the TechSF SkillUp pre-apprenticeship initiative, which established nine new employer partnerships and resulted in 17 subsidized placements, six of which transitioned into unsubsidized roles.
He also highlighted innovative employer outreach strategies supporting downtown revitalization, including partnerships with community benefit districts and outreach to newly expanding small businesses like Joombe Café and Schlok Bagels.

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

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

Chair Cotter opened the meeting for public comments on non-agenda items. Secretary Seals-Jackson provided instruction for public comments and shared that those in a virtual space could provide public comment in the chat. There was no public comment.

Liz Jackson-Simpson of Success Centers expressed appreciation for OEWD's work and highlighted the essential role of community-based partners in strengthening the city's workforce ecosystem, including major efforts like the Mega Job Fair, which served 2,743 job seekers. She also noted opportunities to further stabilize the system by improving the contract and payment process. To ensure CBOs can continue delivering high-impact services, she encouraged collaboration across the Workforce Board, Mayor's Office, and Controller's Office to reduce contract backlogs, explore increased general fund investment, and proactively prepare for potential federal funding shifts.

Adjournment *(Action Item)*

Chair Cotter thanked the members for attending and requested closing comments from the Board and reminded the Board that the next meeting will take place on March 4, 2026.

Members highlighted opportunities to strengthen system efficiency, including streamlining CBO payments, addressing OEWD staffing capacity, and improving cross-department coordination. Director Peña shared that two new staff members have joined the Contracts and Grants team and noted that additional updates and improvements are underway to enhance support for partners.

Chair Cotter called for a motion to adjourn the meeting. Member Williams made the motion to adjourn which was seconded by Member Thomas and Member Coleman and was unanimous. The meeting adjourned at 10:27 a.m.

DRAFT

MEMORANDUM

TO: Members of the Workforce Investment San Francisco Board (WISF)

FROM: Jennifer Hand, Workforce Impact Manager, OEWD

DATE: 02/20/2026

SUBJECT: **Action Requested: Approval of WIOA Transfer Request**

ACTION REQUESTED

The OEWD Workforce Division recommends to the Workforce Investment San Francisco Board to approve the proposed request to transfer Workforce Innovation and Opportunity Act (WIOA) Title I Dislocated Worker (DW) Formula funds in the amount of $700,000 to WIOA Title I Adult Formula funds.

BACKGROUND

For Program Year 2025-2026, the San Francisco Workforce Development Board (SFWDB, "WISF") was allocated WIOA Title I Adult ($1,191,242) and Dislocated Worker ($1,415,929) funds. The current split between the two funding streams is 46% Adult and 54% Dislocated Worker (DW). SFWDB is mandated to provide services that reflect the actual need for services in the local area. The request adjusts the allocation without adjusting total enrollments.

Per labor market data from California Employment Development Department (EDD), the San Francisco-Redwood City-South San Francisco Metropolitan Division (SFMD) has been operating at or near full employment since September 2021. The SFMD had an unemployment rate of 3.8% in December 2025. Consequently, the need for DW funding is less as the DW funding stream is designed to support workers get back to work from job loss, mass layoffs, and transitions in economic sectors. Additionally, providers have found it challenging to outreach and enroll displaced workers into workforce programming due to the labor market operating at full employment. Where recently displaced workers may be eligible for DW enrollment, they are often enrolled in Adult programs which have a lower threshold for documentation and which cover similar services.

Per WIOA Section 133(b)(4) and EDD Directive No. WSD22-09, OEWD may transfer up to and including 100 percent of their Adult and DW funds between the two funding streams with approval from SFWDB and final approval from EDD. The amount of the transfer request is for $700,000 DW to Adult funds. If approved, the allocation will be as follows:

	Original Allocation	Allocation after Transfer
Title I Adult	$1,191,242	$1,891,242
Title I Dislocated Worker	$1,415,929	$715,929

See attached application for EDD-required forms: Transfer of Funds Request, Transfer of Funds Request Budget Plan, Transfer of Funds Participant Plan, and Change Form.

CONTACT

jennifer.hand@sfgov.org

1 South Van Ness Avenue, 5th Floor, San Francisco, CA 94103

(628) 652-8430 **direct**

(628) 652-8400 **main**

Transfer of Funds Request

1. Local Area SFO
2. Subgrant Number AA511035
3. Request Date 02/20/2026
4. Program Year 2024 - 2025
5. Transfer Request No 2

6. Direction of Transfer (Check One):

Adult program to Dislocated Worker program

☐201 → 299

☐202 → 200

Dislocated Worker program to Adult program

☐501 → 499

☒502 → 500

7. Amount of Transfer $700,000
8. Contact Person Jennifer Hand
9. Contact Person's Telephone Number 628-652-8430

10. All transfer requests must be approved and signed off by the Local Board.

Date of Local Board meeting to discuss transfer 02/20/2026

Date of Local Board meeting to approve transfer 02/20/2026

11. By signing below, the Local Area Administrator/Designee requests a transfer of funds and certifies that this transfer request was approved at the Local Board meeting on the date indicated above.

Signature _____

Name Iowayna Peña

Title Director of Workforce Development

Date _____

12. Taking into account the factors described under the Transfer of Funds Procedures section on page 4 of the Directive, describe the Local Board's reasoning to request a transfer of funds.

Transfer of Funds Request
Budget Plan

Local Area SFO **Date Prepared** 2/18/2026

Subgrant Number AA511035
Year of Appropriation 2024-2025

Grant Code	Adult to DW	DW to Adult
	☐ 201 → 299	☐ 501 → 499
	☐ 202 → 200	☑ 502 → 500

FUNDING IDENTIFICATION	ADULT	DW
1. Formula Allocation	1,191,242	1,415,929
2. Prior Adjustments - Plus or Minus		
3. Previous Amounts Transferred		
4. Current Amount to be Transferred	700,000	(700,000)
5. TOTAL FUNDS AVAILABLE (Lines 1 through 4)	**1,891,242**	**715,929**

TOTAL ALLOCATION COST CATEGORY PLAN		
6. Program Services (Lines 6a through 6c)	**1,702,118**	**644,336**
a. Career Services	394,479	149,330
b. Training Services	528,792	200,174
c. Other	778,847	294,832
7. Administration	189,124	71,593
8. TOTAL (Lines 6 plus 7)	**1,891,242**	**715,929**

QUARTERLY TOTAL EXPENDITURE PLAN (cumulative)		
9. September 20__		
10. December 20__		
11. March 20__		
12. June 2023		
13. September 2025	2,136	0
14. December 2025	290,514	25,321
15. March 2026	1,334,742	715,929
16. June 2026	1,891,242	715,929

COST COMPLIANCE PLAN (maximum 10%)		
17. % for Administration Expenditures (Line 7/Line 5)	**10.00%**	**10.00%**

Jennifer Hand, Workforce Impact Manager
Contact Person, Title

(628) 652-8430
Telephone Number

Comments

*Instructions to complete this form can be found on the second tab.

Transfer of Funds Request
Participant Plan

Local Area: SFO **Prepared Date** 2/18/2026

Enter the number of individuals in each category.

TOTALS FOR PY 2025	ADULT	DW
1. Registered Participants Carried in from PY 2024	1	0
2. New Registered Participants for PY 2025	448	166
3. Total Registered Participants for PY 2025 (Line 1 plus 2)	**449**	**166**
4. Exiters for PY 2025	129	20
5. Registered Participants Carried Out to PY 2026 (Line 3 minus 4)	**320**	**146**

PROGRAM SERVICES		
6. Career Services	**260**	**60**
a. Basic Career Services	0	0
b. Individualized Career Services	315	116
7. Training Services	134	50

Jennifer Hand, Workforce Impact Manager
Contact Person, Title

(628) 652-8430
Telephone Number

Comments:

San Francisco has a full employment rate, and the need for WIOA DW funding has decreased. Total projected enrollments will remain the same, but some DW-eligible participants will be enrolled in DW or Adult services depending on need.

Instructions for Completing the Transfer of Funds Request Form

TRANSFER OF FUNDS REQUEST FORM

Line 1. Enter the Local Area name.

Line 2. Enter the subgrant number.

Line 3. Enter the date of the request

Line 4. Enter the program year.

Line 5. Enter the transfer request number for reference purposes. If this is your Local Area's first transfer of funds request enter 01; subsequent requests are 02, 03, etc.

Line 6. Check the appropriate block regarding the direction of transfer. Only one type of transfer can be entered on each form.

Line 7. Provide the amount of the transfer. Do not include any amount previously transferred.

Line 8. Enter the contact person's name.

Line 9. Enter the contact person's telephone number.

Line 10. Enter the date of the Local Board meeting during which the transfer request was a specific agenda item with public comment time made available. This is needed to fulfill the "Sunshine Provision" requirement. Also enter the date that the Local Board approved the transfer.

Line 11. Have the Local Area Administrator/Designee sign the form. Also enter the name of the Local Area Administrator/Designee, title, and the date the Local Area Administrator/Designee signed the Transfer of Funds Request forms.

Line 12. Provide the reason(s) for the transfer of funds along with any other pertinent data.

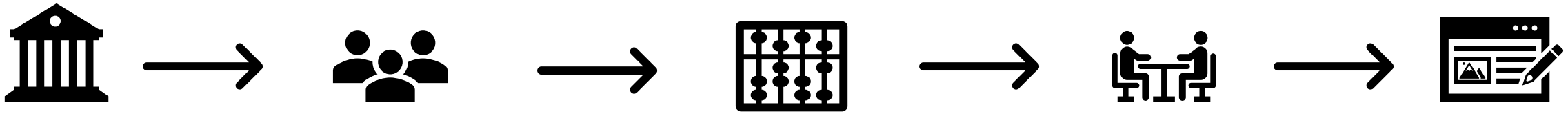
SAN FRANCISCO
OFFICE OF ECONOMIC &
WORKFORCE DEVELOPMENT

February 20, 2026

WIOA Fund Transfer Request

Prepared for
Workforce Investment San Francisco (WISF)

WIOA Fund Transfer Process



EDD allocates WIOA funds to WISF → WISF allocates WIOA funds to job centers and training providers → OEWD reviews WIOA costs/outcomes & recommends adjustments → WISF considers rec. & OEWD submits fund transfer request to EDD → EDD Regional Advisor determines approval

Source Basis:

Workforce Innovation and Opportunity Act of 2014 (WIOA) Section 133(b)(4): *Allows local area to transfer funds between WIOA funding streams*

CA EDD Directive WSD22-09: *Describes process for re-allocation per EDD*

FY 24-25 WIOA Funds Appropriations

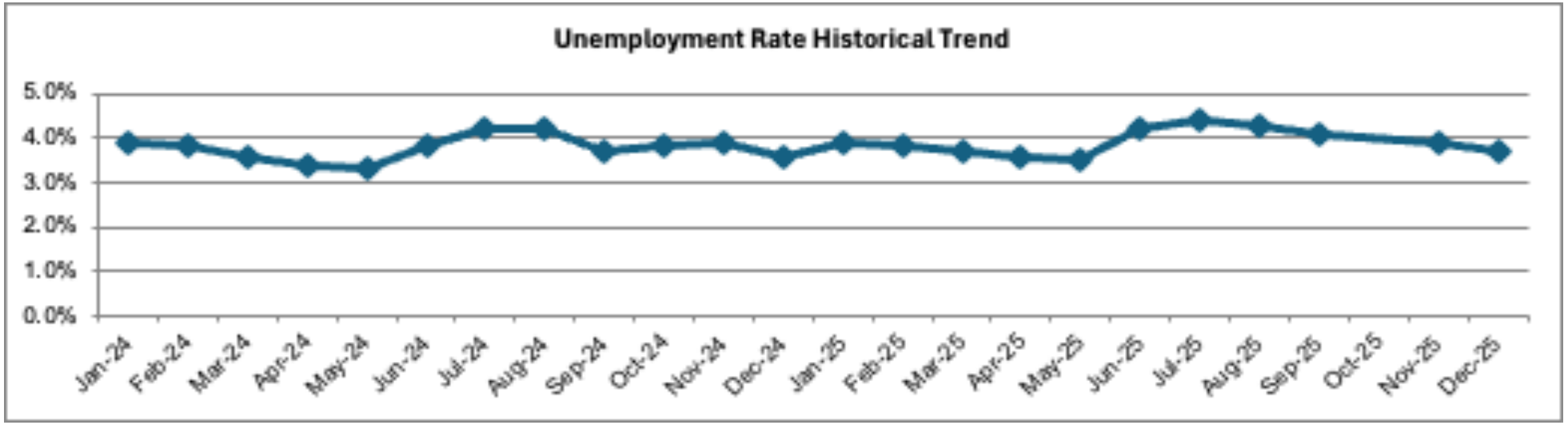
WIOA Source	Original Allocation	Original % of Total WIOA
Title I Adult	$1,191,242	46%
Title I Dislocated Worker	$1,415,929	54%

(4) TRANSFER AUTHORITY.—A local board may transfer, if such a transfer is approved by the Governor, up to and including 100 percent of the funds allocated to the local area under paragraph (2)(A) or (3), and up to and including 100 percent of the funds allocated to the local area under paragraph (2)(B), for a fiscal year between—

(A) adult employment and training activities; and

(B) dislocated worker employment and training activities.

WIOA Fund Transfer Rationale



Source: CA EDD Labor Market Information Division. San Francisco-Redwood City-South San Francisco Metropolitan Division Labor Market Data, January 2026

FY 25-26 Revised Fund Allocation

	Original Allocation	Original % of Total WIOA	Allocation after Transfer	Transfer % of Total WIOA
Title I Adult	$1,191,242	46%	$1,891,242	73%
Title I Dislocated Worker	$1,415,929	54%	$715,929	27%

Action Requested

OEWD requests that WISF approve the proposed request and application to transfer Workforce Innovation and Opportunity Act (WIOA) Title I Dislocated Worker (DW) Formula funds to WIOA Title I Adult Formula funds.

WORKFORCE INVESTMENT SAN FRANCISCO
Local Workforce Investment Board for the City and County of San Francisco

Minutes of the
February 20, 2026
Meeting of the
Workforce Investment San Francisco Board (WISF) Executive Committee
San Francisco Office of Economic and Workforce Development
Meeting conducted in hybrid format on Zoom and in-person at
One South Van Ness, Fifth Floor, Room 5080
San Francisco, CA 94103

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WISF Executive Committee Members Present	Jeanine Cotter, Luminalt Jorge Tapia, California Employment Development Department (EDD) Charley Lavery, Operating Engineers Local 3 Sam Rodriguez, Rodriguez Strategic Partners, LLC Vikrum Aiyer, Heirloom
WISF Executive Committee Members Absent	
Ohlone Land Acknowledge-ment, Announce-ments, & Housekeeping *(Discussion Item)*	Jeanine Cotter, WISF Chair, called the meeting to order at 9:05 A.M. Secretary Seals-Jackson (OEWD) opened the meeting by reciting the Ohlone Land Acknowledgement and the meeting guidelines.
Roll Call *(Discussion Item)*	Chair Cotter requested that Secretary Seals-Jackson conduct the roll call. Secretary Seals-Jackson took attendance, and quorum was achieved.
Chair's Welcome *(Discussion Item)*	Chair Cotter welcomed the members and the general public who joined in person and on Zoom.
Adoption of Agenda for February 20, 2026 *(Action Item)*	Chair Cotter called the Adoption of the Agenda for February 20, 2026, and requested comments from members. Seeing none, Member Sam Rodriguez moved to adopt the agenda, seconded by Member Charley Lavery, and passed unanimously.
Approval of Minutes from November 21, 2025 *(Action item)*	Chair Cotter called for the Approval of the Minutes from November 21, 2025, and opened the floor for discussion from members. Member Jorge Tapia noted that he was not present at the November 21, 2025, meeting but did join the meeting virtually. Chair Cotter requested that a note be made of Member Tapia's comments. With no additional comments from members, a motion to approve the minutes was made by Member Vikrum Aiyer and seconded by Member Jorge Tapia. The motion passed unanimously.
Workforce Director's Report *(Discussion Item)*	Chair Cotter called the Workforce Director's Report and asked the Director of Workforce Development at the Office of Economic and Workforce Development (OEWD), Iowayna Peña, to provide remarks. Director Peña provided updates on economic trends and OEWD Division Highlights: the recent Kick Off of CityBuild Academy Cycle 44, the San Francisco Giants Job Fair at Oracle Park, the Mayor's Office initiative: Protecting the Safety Net, OEWD's Education Partnership, and OEWD's WIOA Compliance, Monitoring, and Training for Workforce Service Providers. Members engaged in discussion.

WIOA Funds Transfer Request
(Action Item)

Chair Cotter called the Workforce Innovation and Opportunity Act (WIOA) Funds Transfer Request and asked members to find the memo and a transfer of funds request included in the meeting materials. Workforce Impact Manager of Workforce Development at the Office of Economic and Workforce Development, Jen Hand, provided updates on the WIOA fund Transfer process. OEWD is conducting its semi-annual review, and due to full employment and overall decreased enrollments of dislocated workers, OEWD requests that the Workforce Investment San Francisco (WISF) Board approve the proposed request and application to transfer Workforce Innovation and Opportunity Act (WIOA) Title I Dislocated Worker Formula funds to WIOA Title I Adult Formula funds. Workforce Impact Manager Jen Hand noted to members that if the Workforce Investment San Francisco (WISF) Executive Board decides to approve the request to transfer WIOA funds, this item will move this to a consent item in March and then be submitted to our EDD Regional Advisor, who determines final approval. Members engaged in discussion. With no additional comments from members, a motion to approve the transfer of WIOA Title I Dislocated Worker Formula funds to WIOA Title I Adult Formula funds was made by Member Vikrum Aiyer and seconded by Member Sam Rodriguez. The motion passed unanimously.

California Workforce Development Board High Performing Board Application
(Discussion item)

Chair Cotter called the California Workforce Development Board High Performing Board Application and asked the Director of Workforce Development at the Office of Economic and Workforce Development (OEWD), Iowayna Pena, to provide remarks. Director Pena provided updates on the state's application to the Workforce Development Boards to apply for the High-Performing Board designation. OEWD has been rated a High-Performing Board over the last several cycles. While the designation is an honor, it also opens OEWD up to additional funding opportunities. OEWD receives a small increase in WIOA discretionary dollars as a result of being designated. OEWD will submit another application to the state again shortly and should be able to provide an update to the WISF Board once we hear back sometime in May. Members engaged in discussion.

Future Discussion Items
(Action Item)

Chair Cotter opened the floor for Board members to propose future discussion topics or presentation requests for upcoming WISF meetings. Members engaged in discussion.

Public Comment on Non-Agenda Items
(Discussion Item)

Chair Cotter called for public comment. Secretary Seals-Jackson informed the public on how to provide public comments in the meeting and on Zoom. There were two public comments in the room, which were noted, and none on Zoom.

Adjournment
(Action Item)

Chair Cotter expressed gratitude to all attendees for their participation in the meeting and invited any members to comment before proceeding with a vote to adjourn.

Receiving no further comments, Chair Cotter called for a motion to adjourn the meeting. Member Charley Lavery made the motion, which was seconded by Member Jorge Tapia and was unanimous. Members adjourned the meeting at 10:35 A.M.

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