

WORKFORCE INVESTMENT SAN FRANCISCO

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

Draft Minutes of The

June 4, 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
Alex Wong, Kaiser Permanente
Laurie Thomas, Golden Gate Restaurant
Ben Tran, California Department of
Rehabilitation
Bruce Callander, HUB International
Charley Lavery, Operating Engineers
Local 3
Christina Sellami, Marriott International
Meaghan Mitchell, San Francisco
Standard

John Halpin, City College of San Francisco
Rosa Shields for Kim Tavaglione, SF Labor
Council
Angela Tamayo, SEIU-UHW
Sam Rodriguez, Vice-Chair, Rodriguez Strategic
Partners, LLC
Lan Huynh Lee, SF Giants
Jorge Tapia, EDD
Madison Tam for Matt Dorsey, San Francisco
Board of Supervisors

WISF Members Absent

Colin Chinery, Salesforce Anupama
Shekhar, Microsoft
John Doherty, IBEW Local 6
Laura Van, Sutter Health
Lori Dunn-Guion, Swinerton
Lynn Mahoney, SFSU

Ramon Hernandez, Laborers Local 261
Shamann Walton, San Francisco Board of
Supervisors
Shanell Williams, Rafiki Coalition
Vikrum Aiyer, Heirloom
Tony Delorio, Local Union 665
Michon Coleman, Hospital Council of
Northern CA

Ohlone Land Acknowledgement, Announcements & Housekeeping (Discussion Item)

Jeanine Cotter, WISF Chair, introduced herself and called the meeting to order at 9:06 a.m.

Roll Call (Discussion Item)

Secretary Tai Seals-Jackson (OEWD) opened the meeting by reciting the Ohlone Land Acknowledgement. Secretary Seals-Jackson conducted roll call. Quorum was not initially present, but was achieved at 9:25 a.m. after the meeting commenced.

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 opened the meeting by calling for the adoption of the agenda, noting that due to the lack of a quorum, the committee would revisit action items if quorum was later achieved. Once quorum was established, Chair Cotter returned to this item and called for adoption of the agenda. Member Halpin moved to approve, seconded by Member Lavery. The motion passed unanimously.

Approval of Minutes from March 5, 2025, Meeting (Action Item)

Chair Cotter called for comments on the minutes from the March 5, 2025 meeting, noting that due to the lack of a quorum, the committee would revisit action items if quorum was later achieved. Once quorum was established, Chair Cotter returned to this item and called for approval of the minutes from the March 5, 2025 meeting. Member Thomas moved to approve, seconded by Member Lee. The motion passed unanimously.

**Consent
Agenda-WIOA
Memorandum
of
Understanding
g
(Action Item)**

Chair Cotter called for comments on agenda item #6, the WIOA Memorandum of Understanding, noting that due to the lack of a quorum, the WISF would revisit action items if quorum was later achieved. Once quorum was established, Chair Cotter returned to this item and called for the approval of the WIOA Memorandum of Understanding. Member Lavery moved to approve, seconded by Member Mitchell. The motion passed unanimously.

**Executive
Director's
Report
(Discussion
Item)**

Chair Cotter introduced Executive Director, Sarah Dennis Phillips, to provide the Executive Director's report.

Executive Director Dennis Phillips started by addressing the City's \$15.9 billion budget, which aims to close an \$800 million deficit through spending cuts and staff reductions. Mayor Lurie's priorities remain public safety, street conditions, homelessness, and core services, with ongoing support for economic and workforce development. For the Office of Economic and Workforce Development (OEWD), the budget reflects a \$57 million reduction compared to last year, including \$18 million one-time funding (including \$15M for downtown enhancement) that was not expected to continue, a \$24.5 million represents a transfer of the Community Ambassador program to the Department of Emergency Management, and \$14.5 million in ongoing reductions to grants and staffing.

Executive Director Dennis-Phillips noted that while the budget cuts are painful, OEWD has aligned its staffing and programs with current economic realities. Fewer grants mean fewer staff are needed to manage them. Sector-specific changes also influence staffing—for example:

- Construction remains in decline due to national challenges like tariffs and market uncertainty, despite local progress on permitting and fair labor practices.
- Tech is not currently growing; layoffs have erased post-COVID job gains.
- Hospitality is a bright spot, with focused investments and partnerships through neighborhood job centers.
- Healthcare remains steady and is also a priority.

The economic landscape is highly dynamic and unpredictable ("nonlinear"), requiring agility and ongoing collaboration through the citywide alignment committee.

Additionally, funding for downtown initiatives has dropped sharply—from \$20 million to under \$4 million. Programs like Vacant to Vibrant and small business grants will be significantly scaled back. The mayor aims to shift responsibility for downtown revitalization from the public to the private sector, through entities like the Downtown SF Partnership and Downtown Development Corporation, with supportive policy efforts underway.

**Workforce
Director's
Report
(Discussion
Item)**

Chair Cotter welcomed Director of Workforce of Workforce Development, Iowayna Peña, to provide program updates and highlights for the division.

Director Peña began her report by discussing labor market updates, noting that unemployment in the region has remained relatively stable, hovering between 3.5% and 4% for most of the year, noting that these numbers will likely look different once OEWD receives May data. Industry-specific changes show notable shifts in professional and business services and in private education and health services.

Additionally, San Francisco has experienced a significant number of layoffs, particularly among federal employees. In response, the city's rapid response team has been proactive in outreach, support, and resource coordination, including partnerships with the state, which has launched a website to help transition laid-off federal workers into new roles.

The Workforce Programs team participated in National Apprenticeship Day on April 30, collaborating with the Northern California Apprenticeship Network to host an event in San Jose. The event, which featured San Francisco's workforce programs, highlighted progress in pre-apprenticeship and apprenticeship initiatives, especially within the tech sector.

Other department highlights included a major job fair on "415 Day," co-hosted by Mission Hiring Hall and City College, where staff connected job seekers with opportunities at SFO. Additionally, staff represented the City at the National Forum for Black Public Administrators and the National Association of Workforce Boards, showcasing San Francisco's innovative pre-apprenticeship and apprenticeship programs, especially in the tech sector.

The Employer Services Team supported a small business, Junbi, by helping with job placements and permitting. The Employer Services Team also attended the WorkCon Conference to gain new insights into employer engagement amid widespread layoffs.

A significant policy milestone for the Workforce Impact team was the one-year update of the Citywide Workforce Development Plan, which was recently approved by the Workforce Alignment Committee and forwarded to the Board of Supervisors.

The Workforce Impact team achieved a major milestone with the designation of the California Jobs First regional economic development plan as a Comprehensive Economic Development Strategy (CEDS) by the U.S. Economic Development Administration.

In addition, the CityBuild program recently celebrated a major anniversary with a ceremony on the Mayor's balcony, attended by labor partners, alumni, and notable figures like Speaker Emerita Nancy Pelosi. The newly published CityBuild annual report further details these achievements, emphasizing the program's role in connecting residents to meaningful careers in the building trades while reinforcing the city's commitment to inclusive economic growth.

OEWD has been actively supporting justice-involved and disabled populations by hosting workforce development workshops that highlight employment and wraparound services in San Francisco. These trainings are part of their mandate to convene and educate partners on relevant topics, including emerging fields like climate jobs. A major recent development is the closure of the Treasure Island Job Corps due to federal funding cuts. In response, OEWD has taken a proactive, citywide approach to support affected youth participants and staff, including coordinating with housing agencies and setting up co-enrollment in city youth and sector programs, along with rapid response services. OEWD also shared updates on the City Workforce Development Plan, recently passed by the Workforce Alignment Committee and submitted to the Board of Supervisors.

Director Peña mentioned that the Workforce team recently held a staff retreat to reconnect, reflect, and strengthen their shared purpose. Mayor Lurie's policy advisor spoke about how workforce development aligns with the city's broader recovery goals, while Mission Hiring Hall closed with inspiring remarks. The retreat highlighted the team's creativity, dedication, and diverse skills, helping staff learn more about each other's roles in a large and multifaceted office.

A major update included the California Jobs First Bay Area Collaborative, led by Jen Hand and Tai Seals-Jackson, which is coordinating workforce programs across nine Bay Area counties. Their work has led to regional plans being recognized by the U.S. Economic Development Administration (EDA) as Comprehensive Economic Development Strategies (CEDS)—unlocking new federal funding for workforce and infrastructure.

The office also released its CityBuild 20th Anniversary Report, celebrating two decades of impact in the construction workforce, with ongoing commitment to adapt the program to current industry needs.

Lastly, the Mayor invited the board to the Pride Flag Raising ceremony this Friday at City Hall, and RSVPs are encouraged.

Director Peña concluded her report and invited questions from the Board.

Member Lavery expressed interest in a deeper, city-by-city breakdown of unemployment data for San Mateo and San Francisco counties and asked for more information on who collects the data and how it's compiled. Member Lavery expressed interest in a deeper, city-by-city breakdown of unemployment data for San Mateo and San Francisco counties and asked for more information on who collects the data and how it is compiled.

Director Houston replied stating that unemployment data by neighborhood (zip code) and race in the city is analyzed annually using federal data from the American Community Survey, which has a time lag compared to monthly EDD data. Despite the delay, this information is valuable for informing workforce strategies and will be presented to the Workforce Board later this year. Member Lavery replied that a regional view of employment data across Northern California is valuable, especially in construction, as it reveals shifts in job opportunities—such as vertical construction moving to the South and East Bay—allowing for better placement of San Francisco workers and apprentices. Seeing industry trends by area, not just within the city, would enhance understanding and strategy. Within the city and San Mateo, construction trends differ significantly, with San Mateo seeing active vertical construction on tech campuses while San Francisco experiences very little.

Member Thomas expressed a desire to see economic indicators data include information dating back to 2019.

Vice Chair Rodriguez asked about the closure of the Federal Job Center at Treasure Island and inquired about the department has acted as a catalyst in rapid response efforts, serving as a strong example—especially for supervisors—of how resources are being integrated and mobilized to address the impact.

Executive Director Dennis Phillips responded that she had been communicating with Supervisor Dorsey's office around ways to support and collaborate.

Director Peña added that OEWD would be participating in a series of calls with Treasure Island and would be subsequently following up with Supervisor Dorsey's office.

In response to Vice-Chair Rodriguez's question about which entity controls the land that Treasure Island Job Corp operates on, Executive Director Dennis Phillips replied that she believes operations fall under the Treasure Island Development Authority, but OEWD is not familiar with the terms of the lease.

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

**Community
Spotlight for
Pride Month**
*(Discussion
Item)*

Chair Cotter welcomed Nick Colina and Paul Pendergast from Build OUT California to present on their organization's mission of securing employment for members of the LGBTQ+ community in the design, real estate, and construction industries.

Mr. Colina introduced himself as the co-founder of BuildOUT California and CFO of Anko Iron and Construction, shared that his family's Bayview-based structural steel company—soon to be the first LGBTQ-owned of its kind in the U.S.—represents the resilience and dedication of LGBTQ individuals in the construction industry, who continue to show up and lead despite often being in unwelcoming spaces.

Paul Pendergast and Nick Colina of BuildOUT California shared the organization's mission to support LGBTQ and diverse businesses in construction through advocacy, connection, and capacity-building, emphasizing its rapid growth from a San Francisco-based nonprofit to a global force with over 8,500 members. They highlighted recent milestones such as a historic MOU with the Carpenters Union to create LGBTQ-specific pathways, underscored the need for inclusive workforce tracking and collaboration, and expressed pride in fostering visibility, opportunity, and support—especially for the transgender community—in a traditionally conservative industry.

Chair Cotter called for questions and comments. Seeing none, she moved on to the next agenda item.

**FY 2025-26
WIOA
Budget
Update**
(Action Item)

Chair Cotter introduced Director Houston provided an update on the FY 2025–26 WIOA budget. Although it was scheduled as an action item, the absence of quorum at the time limited it to a discussion item.

Director Houston provided a brief update stating that the San Francisco Workforce Development Board/OEWD received its FY 2025–26 WIOA allocation of \$6.9 million from the state—\$2 million more than last year due to higher unemployment rates—which represents just over 10-20% of the department's overall budget; further details and a vote on the allocation will occur at the next meeting.

Seeing no questions or comments on this item, Chair Cotter moved to public comment.

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

Chair Cotter opened the meeting for public comment on non-agenda items. Secretary Seals- Jackson provided instruction for public comment and shared that those in a virtual space could provide public comment in the chat. Seeing no other in-person or virtual comments, Chair Cotter closed this agenda item.

Chair Cotter thanked the members for attending and reminded the Board that the next meeting will take place on Wednesday, September 10, 2025.

Adjournment
(Action Item)

Chair Cotter called for a motion to adjourn the meeting. Member Lavery made the motion to adjourn which was seconded by Member Halpin and was unanimous. The meeting adjourned at 10:26 a.m.

