

**WORKFORCE INVESTMENT SAN FRANCISCO**

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

Minutes of The  
February 17, 2023

Meeting of the

Workforce Investment San Francisco (WISF) Board Executive Committee  
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

<b>WISF Executive Committee Members Present</b>	Sam Rodriguez, Rodriguez Strategic Partners, LLC Jorge Tapia, EDD
<b>WISF Members Absent</b>	Jeanine Cotter, Luminalt
<b>Ohlone Land Acknowledgement, Announcements, &amp; Housekeeping</b> <i>(Discussion Item)</i>	Iris Rollins, WISF Secretary, opened the meeting by providing the meeting guidelines. Sam Rodriguez, Chair Pro Tem, called the meeting to order at 09:06 A.M.
<b>Roll Call</b> <i>(Discussion Item)</i>	Iris Rollins, WISF Secretary, took attendance. Chair Pro Tem Rodriguez and Member Tapia were present, and quorum was achieved.
<b>Chair's Welcome</b> <i>(Discussion Item)</i>	Chair Pro Tem Rodriguez welcomed the members and the general public, and asked Joshua Arce, Director of Workforce at OEWD, to introduce himself and his team. Director Arce introduced: Director of Workforce Strategy, Chad Houston; Jen Hand, Workforce Alignment Manager; Glenn Eagleson, Workforce Policy Manager; Senior Workforce Alignment Specialist, Kayla Gordon; Senior Young Adult Program Specialist, Veronica Garcia. Director Arce thanked Chair Pro Tem Rodriguez for calling attention to the team's hard work.
<b>Adoption of Agenda</b> <i>(Action Item)</i> & <b>Approval of Minutes from November 18, 2022</b> <i>(Action Item)</i>	Chair Pro Tem Rodriguez called Adoption of the Agenda and Approval of Minutes from November 18, 2022 together and called for discussion. Seeing none, Chair Pro Tem Rodriguez called for a motion to approve the meeting agenda and minutes. Member Tapia made the motion, and Chair Pro Tem Rodriguez seconded. The motion passed unanimously.

<p><b>Emergency Proclamation Resolution for Remote Meetings</b> <i>(Action Item)</i></p>	<p>Chair Pro Tem Rodriguez introduced Glenn Eagleson, Workforce Policy Manager, to present on the item.</p> <p>Mr. Eagleson presented background on the Resolution Making Findings to Allow Teleconferenced Meetings Under California Government Code Section 54953 (e), which allows remote meetings of policy bodies such as the WISF and the Executive Committee during the ongoing COVID-19 pandemic.</p> <p>Mr. Eagleson explained that this is the last hybrid WISF meeting as these orders are in effect until February 28th. The WISF meetings will be back at the War Memorial, in person, on March 1st.</p> <p>Chair Pro Tem Rodriguez called for a discussion on the resolution. Seeing none, Chair Pro Tem Rodriguez called for a motion to approve the resolution. Member Tapia made the motion, and Chair Pro Tem Rodriguez seconded. The motion passed unanimously.</p>
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**Workforce Director's Report**  
*(Discussion Item)*

Chair Pro Tem Rodriguez introduced Director Arce, to provide updates to the Executive Committee.

Director Arce presented the economic indicators for December 2022 from California Employment Development Division, showing a slight decrease in unemployment to 2%. Approximately 11,700 individuals are technically unemployed, though estimates do not reflect those who are out of the workforce or no longer looking for work. From December 2019 to December 2022, there were 3,800 additional jobs reported in the San Francisco-San Mateo Metropolitan District. From October 2022 to December 2022, there was an increase of 8,300 jobs in the San Francisco-San Mateo Metropolitan District.

Director Arce noted that healthcare employers across the Bay Area need an estimated 60,000 workers over the next five years. The Bay Area Good Jobs Partnership for Equity, an association of all Bay Area workforce boards, came together with labor, community, and employer partners to submit a proposal for the Community Economic Resilience Fund (CERF) grant to plan for regional healthcare workforce development programs and high road employment opportunities.

Director Arce shared highlights from community engagement work. The Human Rights Commission hosted the second annual convening of the Dream Keeper Initiative, funding agencies, community partners, and guest speakers. OEWD visited Upwardly Global, and Director Arce thanked them for their work. CityEMT now has 61 graduates in emergency medical service occupations at the fire department and private sector ambulance partners who partner with OEWD around paramedic services. Director Arce made remarks about the two-year pilot program with the American Indian Cultural District with Friendship House.

Director Arce mentioned IKEA is opening up in San Francisco. Positions are posted live on the Workforce Link System, which is one example of work around the First Source Hiring policy. This policy and other community development achievements were led by Dr. Espanola Jackson.

Lastly, Director Arce noted that as of September 1st, 2022, WARN Notices indicate that 53 employers laid off 6,430 workers. Hospitality, accommodation, and retail employment numbers have been increasing, Chair Pro Tem Rodriguez opened the floor for comments.

Member Tapia noted that the two-month positive change in Economic Indicators around hospitality is incredible. Mayor Breed's Economic Recovery Plan, leisure, and tourism drive the economy. Chair Pro Tem Rodriguez thanked Member Tapia.

Chair Pro Tem Rodriguez mentioned that new legislation had been introduced, where the minimum wage for nurses will be \$25 per hour, and encouraged OEWD to research the legislation from Representative Elena Durazo.

Additionally, Chair Pro Tem Rodriguez mentioned a KQED broadcast “Why Are There So Many Vacant Storefronts and What Can We Do About it?” about grievances and understanding the needs of small businesses, and encouraged OEWD to review the article.

Economic Recovery Road Map referenced in meeting is available here: <https://sf.gov/reports/february-2023/grow-and-prepare-our-workforce>

Article about small businesses referenced in meeting is available here: <https://www.kqed.org/forum/2010101892238/why-are-there-so-many-vacant-storefronts-and-what-can-we-do-about-it>

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<p><b>Regional and Local Workforce Innovation and Opportunity Act (WIOA) Plan Update</b> <i>(Discussion Item)</i></p>	<p>Chair Pro Tem Rodriguez introduced Jen Hand, OEWD Workforce Alignment Manager, to provide an update on the Local and Regional Workforce Innovation and Opportunity Act Plan – Two Year Modification.</p> <p>The WIOA plan governs the distribution of federal WIOA resources for the region and local area, and the Two-Year Modification is a required update to the Four-Year Plans.</p> <p>The Regional Plan includes regional service strategies with San Mateo and Santa Clara partners, sector initiatives, and regional labor market information. Ms. Hand shared that WIOA funding is less than 10% of OEWD’s workforce funding and is a small percentage of City workforce investments. Ms. Hand overviewed the OEWD-funded workforce system, and provided a status update with regards to plan process.</p> <p>The WISF Board received the Plans for 30-day review before February 1. Additionally, the Board of Supervisors has been provided with the Plans for 30-day review, as required by local legislation. There will be another presentation at the WISF meeting in March 2023, where approval of the Plans and of the Chair’s signature will be requested.</p> <p>Chair Pro Tem Rodriguez requested comments and questions from members and thanked Ms. Hand. Seeing none, Chair Pro Tem Rodriguez asked Ms. Hand what her takeaway was from the process. Ms. Hand mentions that this is her third plan over almost six years, and it has been an excellent opportunity to be intentional about soliciting feedback on how OEWD can improve the service delivery system on a biennial basis and for working with key local and state strategic partners to improve service delivery design. Chair Pro Tem Rodriguez asked what Ms. Hand had observed as areas for improvement over the past few years. Ms. Hand expressed that WIOA federal and state requirements have stringent outcomes which may be difficult to meet for high barrier populations in need of several services, so OEWD is intentional about braiding local funding in order to support high barrier populations.</p>
<p><b>OEWD Budget Projections – FY 2023-24</b> <i>(Discussion Item)</i></p>	<p>Chair Pro Tem Rodriguez opened the floor and introduced Director Arce to share updates on the FY 2023-24 budget. Director Arce shared that departments are facing mandatory two-year budget decreases. OEWD hosted several public, community meetings to discuss the proposal for implementing mandatory reductions during this budget phase. Director Arce shared that Mayor Breed will introduce the final budget in May.</p>
<p><b>Future Discussion Items</b> <i>(Discussion Item)</i></p>	<p>In consideration of time constraints, Chair Pro Tem Rodriguez skipped this item.</p>
<p><b>Public Comment on Non-Agenda Items</b> <i>(Discussion Item)</i></p>	<p>Chair Pro Tem Rodriguez opened up the meeting for public comment.</p>

	<p>Erika Chikere requested a status update on the Director Employer Services position with OEWD. Director Arce answered Erika’s question. Director Arce shared that the position is a permanent civil service position, and it had a two-week recruitment. The hiring process is ongoing.</p> <p>Paula Smith thanked OEWD for its attention to small businesses, and for sharing the labor market information. Ms. Smith thanked OEWD for its flexibility during the pandemic around shifting industry priorities, especially as they relate to BAVC Media’s sector programming.</p> <p>Chair Pro Tem Rodriguez closed the public comment and moved to the next agenda item.</p>
<p><b>Adjournment</b> <i>(Action Item)</i></p>	<p>Chair Pro Tem Rodriguez called for additional updates or closing thoughts.</p> <p>Member Tapia thanked members of the public for comments and made remarks about EDD’s services for small businesses.</p> <p>Chair Pro Tem Rodriguez called for a motion to adjourn the meeting. Member Tapia made the motion, which was seconded by Chair Pro Tem Rodriguez, and was unanimous. Members adjourned the meeting at 10:35 a.m.</p>

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