

## WORKFORCE INVESTMENT SAN FRANCISCO

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

Minutes of The  
November 18, 2022

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>	Jeanine Cotter, Luminalt Sam Rodriguez, Rodriguez Strategic Partners, LLC
<b>WISF Members Absent</b>	Jorge Tapia, EDD
<b>Ohlone Land Acknowledgement, Announcements, and Housekeeping</b> <i>(Discussion Item)</i>	Iris Rollins (OEWD) opened the meeting by providing the meeting guidelines. Jeanine Cotter, WISF Acting Chair, called the meeting to order at 9:01 A.M.
<b>Roll Call</b> <i>(Discussion Item)</i>	Chair Cotter and Member Rodriguez were present, and quorum was achieved.
<b>Chair's Welcome</b> <i>(Discussion Item)</i>	Chair Cotter welcomed the members and general public.
<b>Adoption of Agenda</b> <i>(Action Item)</i>	Chair Cotter called for discussion on the agenda. Seeing none, Chair Cotter called for a motion to approve the meeting agenda. Member Rodriguez made the motion and Member Cotter seconded. The motion passed unanimously.
<b>Approval of Minutes from August 19, 2022</b> <i>(Action Item)</i>	Chair Cotter called for discussion on the minutes. Seeing none, Chair Cotter called for a motion to approve the minutes from the August 19, 2022 Executive Committee meeting. Member Rodriguez made the motion and Chair Cotter seconded. The motion passed unanimously.
<b>Resolution Making Findings to Allow Teleconferenced Meetings Under California -</b>	Chair Cotter introduced Glenn Eagleson, Workforce Policy Analyst to present on the item.  Mr. Eagleson presented background on the Resolution Making Findings to Allow Teleconferenced Meetings Under California Government Code Section

<p><b>Government Code Section 54953 (e)</b> <i>(Action Item)</i></p>	<p>54953 (e), which allows remote meetings of policy bodies such as the WISF and the Executive Committee during the ongoing COVID-19 pandemic. Mr. Eagleson explained that the WISF intended to continue hearing this resolution while the body has hybrid meetings.</p> <p>Chair Cotter called for discussion on the resolution. Seeing none, Chair Cotter called for a motion to approve the minutes from the August 19, 2022 Executive Committee meeting. Member Rodriguez made the motion and Chair Cotter seconded. The motion passed unanimously.</p>
<p><b>Workforce Director's Report</b> <i>(Discussion Item)</i></p>	<p>Chair Cotter introduced Joshua Arce, Director of Workforce Development to provide updates to the Executive Committee.</p> <p>Director Arce presented the economic indicators for September 2022 from California Employment Development Division showing a slight decrease in unemployment to 2.1%. Approximately 12,200 individuals are technically unemployed, though estimates do not reflect individuals who are out of the workforce or who are no longer looking for work. Since December 2019 to September 2022, there are 18,700 fewer jobs reported in the San Francisco-San Mateo Metropolitan District. From June 2022 to September 2022, there was an increase of 9,500 jobs in the San Francisco-San Mateo Metropolitan District.</p> <p>Director Arce noted that the department has received a number of WARN notices for the tech industry, but that the industry had significant growth throughout the pandemic. Director Arce shared that hospitality, accommodation, and retail employment numbers have been increasing, and this is essential for economic recovery in the downtown commercial districts.</p> <p>Director Arce shared that the Bay Area Good Jobs Partnership for Equity, with the San Francisco Office of Economic and Workforce Development as the Fiscal Lead and All Home won the Community Economic Resilience Fund (CERF) grant. CERF will support regional workforce development planning for high road employment opportunities and training programs.</p> <p>Director Arce previewed the FY 2021-22 Program Outcomes and the program outcomes dashboard which will be presented at the December 13<sup>th</sup> WISF meeting.</p> <p>Director Arce also shared that the Workforce Division conducted visits to partner agencies over the last few months. CityBuild Academy and Mission Rock Academy also hosted California Labor Secretary Natalie Palugyai to announce a major State grant opportunity to support women in building and construction trades.</p> <p>In partnership with the Mayor, Human Rights Commission, Department of Children Youth and Their Families, Teacher's Union, San Francisco Unified</p>

	<p>School District, and San Francisco Labor Council, OEWD hosted a job fair for alternative high school students to sign up for summer internships, jobs, and access to community resources. Over 225 students attended.</p> <p>Lastly, OEWD participated in National Apprenticeship Week in November and continues to build successful apprenticeship programs in multiple sectors, including with the Department of Human Resources. Director Arce makes remarks on the uptick in tech industry WARN notices, and indicates that the City is working together to bring tech workers into City and other employment opportunities.</p> <p>Member Rodriguez inquired whether the San Francisco Office of Labor Standards Enforcement is coordinating with the State, as many of the layoffs are for businesses headquartered in San Francisco but the employees may be residents of other areas. Through the chair, Director Arce shared that the WARN notices trigger a program to provide support and layoff assistance. OEWD can connect laid off workers to unemployment resources at EDD, and connect workers to job centers, neighborhood-based services, and health insurance with Covered California. OEWD coordinated with regional partners to deliver services within its purview for job seekers who may not be located in San Francisco.</p> <p>Chair Cotter noted that construction employment had been increasing at a more rapid rate previously and has slowed. Chair Cotter inquired whether one of the reasons for industry slow-down is the City permitting process. Director Arce shared that the city has supported construction and development projects as job creators including through the Potrero Power Station and housing delivery working groups. Developers indicated that there are challenges with financing, and there is typically an industry lull at the end of the year.</p> <p>Chair Cotter made remarks about the Inflation Reduction Act and Rooftop Prevailing Wage, and how San Francisco may lead the way on inflation reduction and climate impact goals. Director Arce showcased how the CERF grant goals will strengthen economic recovery and improve green economy job creation.</p>
<p><b>WISF By-Law Overview and Revisions (Action Item)</b></p>	<p>Chair Cotter introduced Jen Hand, OEWD Workforce Alignment Manager to update the board on the WISF By-Laws and Revisions.</p> <p>Ms. Hand summarized the revisions presented to the board, including requirements to comply with EDD monitoring, alignment with strategic plans, administrative recommendations, and the approval and compliance process.</p> <p>Notably, the By-Laws under consideration clearly outline the: proxy and alternative designee policy (Section 4.12), use of technology to promote attendance at meetings (Section 7.6), OEWD’s Principles of Employment</p>

	<p>Equity (Section 3.1), the use of the Ramaytush Ohlone Land Acknowledgement (Section 3.2), intent to consider racial and gender equity in appointment nominations (Section 4.1), coordination with the Committee on Citywide Workforce Alignment (Section 6.5), and Executive Committee appointment caps.</p> <p>Member Rodriguez inquired whether the Alignment Committee is permanent. Ms. Hand states that it is a permanent committee via new legislation which is effective as of November 6, 2022. The committee does not have a sunset date.</p> <p>Chair Cotter called for a motion to approve the By-laws as amended and send to the full body consent calendar. Member Rodriguez made the motion and Chair Cotter seconded. The motion passed unanimously.</p>
<p><b>Local and Regional WIOA Plan Update</b> <i>(Discussion Item)</i></p>	<p>Chair Cotter introduced Chad Houston, OEWD Director of Workforce Strategy 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 plans.</p> <p>Director Houston shared that OEWD is in the process of conducting stakeholder engagement for the Two-Year Modification, and OEWD intends to post the plans for public comment in December.</p> <p>The Regional Plan includes regional service strategies with partners in San Mateo and Santa Clara, sector initiatives, and regional labor market information. The Local Plans include policies and strategic partners consistent with the State Plan. Local Plan stakeholder engagement includes outreach and engagement with San Francisco Human Services Agency, Employment Development Division, Department of Rehabilitation, City College of San Francisco, Department of Child Support Services, Department of Rehabilitation, and stakeholders in service of CalFresh E&amp;T recipients, non-custodial parents, individuals with intellectual and/or developmental disability, English language learners, foreign-born clients, and refugees.</p> <p>Director Houston shared that WIOA funding is less than 10% of OEWD’s workforce funding, and it is a very small percentage of City workforce investments. Director Houston overviewed the OEWD-funded workforce system, including adult programs, youth/young adult programs, sector training, and business services, as well as the WIOA-funded workforce services.</p> <p>Stakeholder engagement and content production for the Two-Year Modification is ongoing.</p>

	<p>Member Rodriguez asks whether the City Controller’s Office also does its own labor market analysis. Director Houston indicates that OEWD has coordinated with the City Controller for labor market analysis.</p> <p>Chair Cotter opened up the floor to public comment.</p> <p>Latoya Pitcher asked whether the Veterans Affairs department is a stakeholder in the conversation. Through the Chair, Ms. Hand responded that OEWD works closely with the Employment Development Division which is responsible for veterans’ workforce funding (Wagner-Peyser), including with co-hosting trainings and coordinating at least quarterly on WISF, the Executive Committee, and other coordinating bodies.</p> <p>Latoya Pitcher asked whether the professional and business services sector is engaged in the planning process. Through the Chair, Ms. Hand responded that OEWD had reached out to over 500 employers, many of which are in the professional and business services sector to provide feedback on training skills gaps and services we can provide to the business community. Additionally, OEWD has a sector training academy called TechSF, which provides sector training for folks that overlaps with the professional and business services community and where employers may give feedback.</p> <p>Edgar Ortiz, Economic Justice Policy Analyst for the Immigrant Economic Justice Policy Institute, made comment on the strength of the Local Plan in outlining training and employment related service for individuals regardless of immigration status. Mr. Ortiz requested additional information on multi-lingual instruction for construction and healthcare, as well as coordination/referral systems with worker centers and day laborer centers that provide culturally competent care to special populations. Through the Chair, Director Houston responded that OEWD funds job centers and sector training for Spanish and Mandarin/Cantonese speakers. Through the Chair, Director Arce responded that OEWD partners with San Francisco Day Labor Program, Dolores Street Community Services, La Collectiva, and Mission Economic Development Agency. Mr. Ortiz requested additional information.</p> <p>Please see this link for the program guide:  <a href="https://sf.gov/meeting/november-18-2022/wisf-executive-board-meeting">https://sf.gov/meeting/november-18-2022/wisf-executive-board-meeting</a></p>
<p><b>Future Discussion Items</b>  <i>(Discussion Item)</i></p>	<p>Member Rodriguez left the meeting, and the meeting lost quorum.</p> <p>Chair Cotter introduced the item and requested discussion on topics of interest to members and for WISF presentations.</p> <p>Chair Cotter requested that WISF invite Ted Egan to provide an updated Economic Analysis and State of the Economy presentation, especially with consideration for the industries impacted by WARN notices.</p>

<p><b>Public Comment on Non-Agenda Items</b> <i>(Discussion Item)</i></p>	<p>Chair Cotter opened up the meeting for public comment. Ms. Hand provided instruction on public comment.</p> <p>Tamika Chenier commented that she was fiscally sponsored by OEWD for a work project at the African American Cultural Complex between 2019 – 2023. The AACC has not paid her for the work, and she would like to provide invoices and letters.</p> <p>Gerardo Gama asked what steps are being taken to support immigrants in professional roles and more skilled positions, and what efforts are being made to help people who have gaps in their employment activity and that may have had trouble with previous employers. Chair Cotter prompts OEWD to respond, and Director Arce shares that Upwardly Global serves immigrants in professional roles and other job centers provide support to people who have gaps in their employment activity. Please see this link for the program guide: <a href="https://sf.gov/meeting/november-18-2022/wisf-executive-board-meeting">https://sf.gov/meeting/november-18-2022/wisf-executive-board-meeting</a></p> <p>Rebekah Black offered support for Tamika Chenier regarding delayed payments for the Juneteenth Celebration from the African American Cultural Complex and since June 2021. OEWD reconciled payments for AACC, and the contractors have not been paid yet.</p> <p>Latoya Pitcher expressed gratitude for the board’s work and asked whether the public can get more involved, and when will the materials be posted. Director Arce indicated that these are public meetings which convene eight times a year, and the next meeting is Tuesday, December 13<sup>th</sup> from 9 – 11 a.m. at the War Memorial Green Room.</p> <p>Director Arce shared that the public may email <a href="mailto:workforce.connection@sfgov.org">workforce.connection@sfgov.org</a> to be connected to future mailings and meetings.</p> <p>Please find our materials here: <a href="https://sf.gov/public-body/workforce-investment-san-francisco-wisf-board">https://sf.gov/public-body/workforce-investment-san-francisco-wisf-board</a></p> <p>Please find our meeting archive here: <a href="https://oewd.org/meetings/14">https://oewd.org/meetings/14</a></p>
<p><b>Adjournment</b> <i>(Action Item)</i></p>	<p>Chair Cotter called for additional updates or closing thoughts.</p> <p>Seeing none, Chair Cotter called for a motion to adjourn the meeting, but there was no quorum. Chair Cotter adjourned the meeting at 10:32 a.m.</p>