



FINANCE COMMITTEE MEETING AGENDA

Wednesday, June 9, 2010

3:00 p.m. – 5:00 p.m.

San Jose One-Stop
1290 Parkmoor Avenue
San Jose, CA 95126
408-794-1100
www.work2future.biz

Joe Flynn, Chair
Susan Koepp-Baker, Vice Chair
Joy Salandanan, Secretary
Lua Nguyen, Staff

To request an accommodation or alternative format for work2future meetings, events or printed materials, please call Lua Nguyen at (408) 794-1171 or call 408-294-9337 (TTY) as soon as possible, but at least three business days before the meeting/event. “The City of San Jose is committed to open and honest government and strives to consistently meet the community’s expectations by providing excellent service, in a positive and timely manner, and in the full view of the public.”

http://www.sanjoseca.gov/clerk/cp_manual/CPM_0_15.pdf

For question regarding this agenda, please call Lua Nguyen at (408) 794-1171.

NOTICE TO THE PUBLIC

Good afternoon, my name is Joe Flynn, and in my capacity as Chair of [work2future](#) I would like to welcome you to the Finance Committee meeting of June 9, 2010.

Members of the public who wish to address the Committee should identify themselves and state their addresses for the record. You should complete a blue Comment Card located near the door, prior to making comments, and hand to any [work2future](#) staff member.

The procedure for this meeting is as follows:

- The Committee Secretary will take roll; the Chair will read the opening remarks.
- Members of the public wishing to make a comment will then be given two (2) minutes each to comment.
- [work2future](#) staff and/or Committee Members will present recommendations for each action item on the agenda.
- [work2future](#) staff and/or Committee Members will also present informational items as listed.
- Committee members may ask questions of [work2future](#) Staff and other Committee Members.
- The Committee may take action on each action item.
- Copies of the agenda have been placed on the table near the door for your convenience.
- [work2future](#) Committee members may only discuss items listed on the Agenda pursuant to the “Brown Act.”

SPECIAL FINANCE COMMITTEE MEETING

June 9, 2010

3:00 AFTERNOON SESSION

ORDER OF BUSINESS

I. ROLL CALL

II. OPENING REMARKS

III. CONSENT ITEMS

Recommendation: Accept the following reports

- CQI Dashboard Reports for the months of February, March, and April 2010
- work2future Grant Status Report
- Budget Variance Report as of March 2010
- American Recovery and Reinvestment Act 2009 – Adult and Dislocated Workers update
- American Recovery and Reinvestment Act 2009 – Youth update
- Update of the NUMMI / Rapid Response / City of San Jose
- Update of the BOS Website

IV. AGENDA ITEMS

A. Old Business

1. Minutes Approval

Joseph Flynn, Finance Committee Chair

Approval of the March 10, 2010 work2future Finance Committee meeting minutes.

{Action}

5 Minutes

B. New Business

1. Proposed Budget FY 2010-2011

Jeff Ruster, Executive Director, work2future

A Proposed Operating Budget will be presented for Fiscal year 2010-2011.

{Action}

30 Minutes

2. Youth Performance Status Update

Angela Cipperly, Youth Program Manager, work2future

An update of youth contractors' performance will be provided.

{Discussion}

10 Minutes

- | | | |
|----|--|--|
| 3. | <u>Contracts 2010-2011</u>
<i>Monique Melchor, Senior Analyst, Adult/Dislocated Worker Program</i>
<i>Angela Cipperly, Community Services Supervisor, Youth Program</i>
Approval of Adult, Dislocated Worker and Youth Contracts | {Action}
<div style="border: 1px solid black; padding: 2px; display: inline-block;">20 Minutes</div> |
| 4. | <u>TANF Subsidized Summer Youth Program</u>
<i>Richard Martinez, Youth Program, Special Projects</i>
Approval of the TANF Subsidized Summer Youth Program | {Action}
<div style="border: 1px solid black; padding: 2px; display: inline-block;">15 Minutes</div> |
| 5. | <u>BOS Website/Small Business Study</u>
<i>BJ Sims, Division Manager, work2future</i>
Approval of BOS Website/ Small Business Study selected vendors | {Action}
<div style="border: 1px solid black; padding: 2px; display: inline-block;">15 Minutes</div> |
| 6. | <u>Set Items for next Agenda</u> | <div style="border: 1px solid black; padding: 2px; display: inline-block;">5 Minutes</div> |
| 7. | <u>Announcements</u> | <div style="border: 1px solid black; padding: 2px; display: inline-block;">5 Minutes</div> |

V. PUBLIC COMMENT

A. Next Meeting

The next Finance Committee meeting is scheduled for **Wednesday, September 8, 2010**, at 3:00 p.m. at the One Stop San Jose, 1290 Parkmoor Ave., 408-794-1100

B. Adjournment

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the San Jose One-Stop, 1290 Parkmoor Avenue, San Jose, California at the same time that the public records are distributed or made available to the legislative body.

**CITY OF SAN JOSE CODE OF CONDUCT FOR PUBLIC MEETINGS IN
THE COUNCIL CHAMBERS AND COMMITTEE ROOMS**

The Code of Conduct is intended to promote open meetings that welcome debate of public policy issues being discussed by the City Council, Redevelopment Agency Board, their Committees, and City Boards and Commissions in an atmosphere of fairness, courtesy, and respect for differing points of view.

1. **Public Meeting Decorum:**

- a) Persons in the audience will refrain from behavior which will disrupt the public meeting. This will include making loud noises, clapping, shouting, booing, hissing or engaging in any other activity in a manner that disturbs, disrupts or impedes the orderly conduct of the meeting.
- b) Persons in the audience will refrain from creating, provoking or participating in any type of disturbance involving unwelcome physical contact.
- c) Persons in the audience will refrain from using cellular phones and/or pagers while the meeting is in session.
- d) Appropriate attire, including shoes and shirts are required in the Council Chambers and Committee Rooms at all times.
- e) Persons in the audience will not place their feet on the seats in front of them.

- f) No food, drink (other than bottled water with a cap), or chewing gum will be allowed in the Council Chambers and Committee Rooms, except as otherwise pre-approved by City staff.
- g) All persons entering the Council Chambers and Committee Rooms, including their bags, purses, briefcases and similar belongings, may be subject to search for weapons and other dangerous materials.

2. Signs, Objects or Symbolic Material:

- a) Objects and symbolic materials, such as signs or banners, will be allowed in the Council Chambers and Committee Rooms, with the following restrictions:
 - No objects will be larger than 2 feet by 3 feet.
 - No sticks, posts, poles or other such items will be attached to the signs or other symbolic materials.
 - The items cannot create a building maintenance problem or a fire or safety hazard.
- b) Persons with objects and symbolic materials such as signs must remain seated when displaying them and must not raise the items above shoulder level, obstruct the view or passage of other attendees, or otherwise disturb the business of the meeting.
- c) Objects that are deemed a threat to persons at the meeting or the facility infrastructure are not allowed. City staff is authorized to remove items and/or individuals from the Council Chambers and Committee Rooms if a threat exists or is perceived to exist. Prohibited items include, but are not limited to: firearms (including replicas and antiques), toy guns, explosive material, and ammunition; knives and other edged weapons; illegal drugs and drug paraphernalia; laser pointers, scissors, razors, scalpels, box cutting knives, and other cutting tools; letter openers, corkscrews, can openers with points, knitting needles, and hooks; hairspray, pepper spray, and aerosol containers; tools; glass containers; and large backpacks and suitcases that contain items unrelated to the meeting.

**CITY OF SAN JOSE CODE OF CONDUCT FOR PUBLIC MEETINGS IN
THE COUNCIL CHAMBERS AND COMMITTEE ROOMS (CONT'D)**

3. Addressing the Council, Redevelopment Agency Board, Committee, Board or Commission:

- a) Persons wishing to speak on an agenda item or during open forum are requested to complete a speaker card and submit the card to the City Clerk or other administrative staff at the meeting.
- b) Meeting attendees are usually given two (2) minutes to speak on any agenda item and/or during open forum; the time limit is in the discretion of the Chair of the meeting and may be limited when appropriate. Applicants and appellants in land use matters are usually given more time to speak.
- c) Speakers should discuss topics related to City business on the agenda, unless they are speaking during open forum.
- d) Speakers' comments should be addressed to the full body. Requests to engage the Mayor, Council Members, Board Members, Commissioners or Staff in conversation will not be honored. Abusive language is inappropriate.
- e) Speakers will not bring to the podium any items other than a prepared written statement, writing materials, or objects that have been inspected by security staff.
- f) If an individual wishes to submit written information, he or she may give it to the City Clerk or other administrative staff at the meeting.
- g) Speakers and any other members of the public will not approach the dais at any time without prior consent from the Chair of the meeting.

Failure to comply with this Code of Conduct which will disturb, disrupt or impede the orderly conduct of the meeting may result in removal from the meeting and/or possible arrest.