work2future

opportunity • jobs • success

BOARD AGENDA

Thursday, June 17, 2010
11:30 a.m. – 1:30 p.m.

San Jose One-Stop
1290 Parkmoor Ave.
San Jose, CA 95126
408.794.1100

www.work2future.biz

Benny Boveda, Chair
Luz Maria Rodriguez, Vice Chair
Christopher Donnelly, Secretary
Elizabeth Kaylor, Board Staff

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 questions regarding this agenda, please call Elizabeth Kaylor at (408) 794.1125. To request an accommodation or alternative format for work2future meetings, events or printed materials, please call Elizabeth Kaylor at (408) 794.1125 or call 408.294.9337 (TTY) as soon as possible, but at least three business days before the meeting/event.

WORK2FUTURE BOARD MEMBERS

Name/Company	Executive	Finance	Operations	Youth
Amador, Rose *Center for Training and Careers*			VC	
Baer, David *IBEW (Electrical Workers) Local 332*			M	
Boland, Denise *Social Services Agency, County of Santa Clara*				M
Boveda, Benny *Target*	C			M
Chrisman, Brian *Borgata Recycling*			M	
Cristina, Barry *Green Waste Recovery, Inc.*		M		
Dittrick, Janeen *Employment Development Department*			M	
Do, Sarah *Starbucks Coffee Company*				
Estill, Jack *Appian Engineering, Inc.*		M		
Fink, Tom *Amalgamated Transit Union Local 265*				
Flynn, Joseph *Lavante*	M	C		
Friberg, Richard *Grow Strategically*			M	
Guthrie, Bill *United Association Local 393*				
Koepp-Baker, Susan *Bradley Associates Consultants*		VC		
Krutko, Paul *City of San Jose Office of Economic Development*				
Le, Van *State Farm Insurance*			M	M
Ledet, Glenn *California Waste Solutions*				M
Lillis, Marcia *National First Credit Union*				
Maddex, Rocky *Adava, LLC*		M		
Matuszak, David *Santa Clara County Regional Occupational Pgm.*				M
Miranda, Dan *Landmark Protection, Inc.*				
Montoya, Michelle *Filice Insurance Agency*			M	

Name/Company	Executive	Finance	Operations	Youth
Moore, Brenda *Macy's, Inc.*				
Moore, Pamela *Department of Rehabilitation*			M	
Nagaraj, Ananth *Yahoo!*				
Novak, Dr. Mark *San Jose State University*	M		C	
Perez, Rachel *Gavilan Community College*				
Preminger, Steve *Working Partnerships USA*	M			
Ricossa, Katherine *Kaiser Permanente*			M	
Roberts, Alan *San Jose Job Corps*				
Rodriguez, Luz Maria *Univision Radio*	VC			
Said, Rashad *Advanced Vocational Institute*	M		M	
Sapien, Hermelinda *Center for Employment Training*		M		
Sellers, Dani *Prudential Financial*		M		
Sidher, Sajeev *Deloitte& Touche, LLP*				
Southwell, John *Hilton San Jose*				
Torres, Alex *Wells Fargo*				
Tran, Lloyd *International Association of Nanotechnology*				
VanHuystee, Bryan *Chase*	M			C
Villalovoz, Henri *Council on Aging Silicon Valley*				
Wright, Erin *Safeway, Inc.*				M
Zavala, Jorge *Technology Business Accelerator*				

NOTICE TO THE PUBLIC

Good afternoon, my name is Luz Maria Rodriguez, and in my capacity as Acting Chair of work2future I would like to welcome you to the Board meeting of June 17, 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.
- Board members may ask questions of work2future Staff and other Board 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 Board members may only discuss items listed on the Agenda pursuant to the "Brown Act."

BOARD OF DIRECTORS
June 17, 2010
11:30 a.m. MORNING SESSION

ORDER OF BUSINESS

I. ROLL CALL

II. OPENING REMARKS

III. CONSENT ITEMS

5 Min.

{Action}
Recommendations:

(a) Accept CQI Dashboard Reports for March and April 2010.
(b) Accept Grant Report for May 2010.
(c) Accept Executive Committee's April 29, 2010 recommendation to approve consultant for BusinessOwnerSpace.com website enhancements.
(d) Accept Executive Committee's June 3, 2010 recommendation to approve consultant for Small Business Study.
(e) Accept American Recovery and Reinvestment Act (ARRA)/Integration Update.
(f) Accept NUMMI Update.

IV. AGENDA ITEMS

A. Old Business

1. Meeting Summary Approval **{Action}** 5 Min.
Approval of the March 18, 2009 work2future Board Meeting Summary.

B. New Business

1. Election of Board Chair and Vice Chair **{Action}** 10 Min.
Luz Maria Rodriguez, Vice Chair

The Board of Directors will elect its two officers, Chair and Vice Chair. Per the requirements of the Workforce Investment Act, nominees must be from the private sector.

2. Rapid Response-Funded Requests for Proposals (RFP) **{Action}** 20 Min.
BJ Sims, Business Services Manager
Lawrence Thoo, Special Projects

Approval of selected consultants to provide research studies regarding: (1) Rapid Response best practices and development of large-scale layoff early warning system; and (2) identification of emerging industries and technologies, and relevant skill sets for the green economy.

3. **FY 2010-11 Budget** **{Action}** 20 Min.
Jeff Ruster, Executive Director

Approval of work2future's FY 2010-11 operating budget.

4. **Healthy Workers** **{Information}** 10 Min.
Sarah Muller, Working Partnerships USA

Introduction to Healthy Workers, a new health insurance program for small businesses in Santa Clara County that do not currently offer health coverage to their employees.

5. **work2future Performance Update** **{Information}** 5 Min.
Christopher Donnelly, Assistant Director

Information regarding work2future's current performance projections.

6. **Adult/Dislocated Worker and Youth Contracts** **{Action}** 15 Min.
Monique Melchor, Integration and Adult/DW Program Manager
Angela Cipperly, Youth Program Manager

Approval of 2010-11 contracts for: (1) Workforce Institute's Adult and Dislocated Worker services, and (2) year-round youth service providers.

7. **TANF-Funded Summer Youth Program** **{Action}** 10 Min.
Christopher Donnelly, Assistant Director

Approval of funding plan to provide summer 2010 youth work experience program.

C. Set Items for Next Agenda 5 Min.

D. Announcements 5 Min.

E. Next Meeting
The next Executive Committee meeting is currently scheduled to take place on **Thursday, September 16, 2010** at 11:30 a.m. at the One Stop San Jose, 1290 Parkmoor Ave., San Jose, 794.1100.

V. PUBLIC COMMENT

VI. ADJOURNMENT

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.

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.