

WORKFORCE INVESTMENT SAN FRANCISCO

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

MINUTES OF THE
March 23, 2011 MEETING

Program & Services Oversight Committee
Of the

WORKFORCE INVESTMENT SAN FRANCISCO (WISF) BOARD
Office of Economic & Workforce Development—Workforce Development Division Offices
50 Van Ness Avenue, San Francisco, CA 94102

Members Present

Diane Easterwood, Chair	Roxanne Murray, Family Services Agency/ National Council on Aging
John McKnight, Nuprecon L.P.	Kent Lim, Kent Lim Company
Jorge Tapia, Employment Development Department	Phyllis McGuire, City College of San Francisco
Beatriz Duarte, Department of Rehabilitation	Tony Lugo, Human Services Agency
Cameron McHenry, WiCAC Member/Community Housing Partnership	

OEWD Staff

Rhonda Simmons, Director of Workforce Development	Monique Forster, WIA Specialist
Marc Majors, WIA Program Manager	Nikole Ford, Administrative Assistant
Erik Ward, Business Services Manager	Marissa Bloom, Administrative Assistant

Public

(As Evidenced by the Sign-In
Sheet)

Lauren Kahn, Walden House	Terry Anders, Anders & Anders
Jamie Fountain, LSYS	Mindy Keener, Anders & Anders
DJ Brookter, YCD	Elizabeth Lanyan, Womens' Initiative
Dora Merlos, Department of Rehabilitation	M. Wilson
Megan Kenny, Goodwill	

Roll Call

Ms. Diane Easterwood, Chair of the Program & Services Oversight Committee, called the meeting to order at 9:07am.

Agenda

On motion by Ms. Diane Easterwood, seconded and carried, the Program & Services Oversight Committee adopted the agenda.

Welcome & Introductions

Ms. Rhonda Simmons welcomed members of the committee to the first meeting of the Program & Services Oversight Committee. Ms. Simmons gave a brief overview of the San Francisco Workforce System and the effects of the economy on the work of the One Stop Career Link System.

Ms. Diane Easterwood, gave a brief review of the work of the Program & Services Oversight Committee which will be responsible for reviewing and advising the WISF on policy recommendations for OEWD funded programs and services for Adult job seekers. This committee will develop and recommend portions of the San Francisco Local Area Plan; which is required under the Workforce Investment Act.

One Stop Career Link Center Program Presentation (Discussion Item)

Mr. Marc Majors presented an overview of the One Stop Career Link Centers in San Francisco. Mr. Majors presented on the services offered in the One Stop Centers including the expansion of the system to now include seven (7) One Stop Centers throughout San Francisco. Mr. Majors also discussed continuing improvements to the One Stop Career Link Centers in the areas of Customer Service and Quality Assurance.

Ms. Monique Forster presented on One Stop Complementary Services which provides One Stop Career Link Center clients with help in Adult Basic Education, Computer Skills Training, Disability Services, Limited English Proficiency, and Re-Entry Services. These programs are funded by HUD's Community Development Block Grant (CDBG) and located in various neighborhoods throughout San Francisco. Ms. Forster highlighted services that have recently been added to the One Stop Career Link Centers, such as, One Stop Complementary Services, Re-Entry and Disability Program Navigator, and partnerships with other City agencies.

Mr. Erik Ward presented on the Business Services activities provided to employers through the One Stop Career Link Centers. Mr. Ward presented on the job posting and matching website HireSF.org, On the Job Training (OJT) subsidized wages for Workforce Investment Act (WIA) clients, and Tax Credits and Incentives.

Discussion followed.

Presentation on Resource Sharing Agreements and Memorandums of Understanding (MOU) (Discussion Item)

Mr. Marc Majors presented on the Resource Sharing Agreement (RSA) and Memorandum of Understanding (MOU) that the Program & Services Oversight Committee will help to develop for approval by the WISF. Resource Sharing Agreements are intended to leverage resources between Mandated Partners as required by the Workforce Investment Act. Once a Resource Sharing Agreement has been drafted and agreed upon each Mandated Partner will enter into an MOU with the Local Workforce Investment Board.

Discussion followed.

Public Comment

Ms. Diane Easterwood's call for public comment yielded the following response:

Terry Anders, Anders & Anders, asked about the connection of the One Stop Career Link Centers to the DMV to clear up issues with Drivers Licenses.

Terry Anders, Anders & Anders, asked for more information about the On the Job Training program for employers.

Mindy Kener, Anders & Anders, asked if the Re-Entry Navigator had a list of employers that are willing to hire from that population.

Conclusion

On motion by Ms. Phyllis McGuire, seconded and carried, the meeting was adjourned at 10:10am.