

ITEM I.d. – APPROVAL OF MINUTES

OWDB Executive Committee Meeting Minutes
Friday, October 12, 2018
8:30 a.m. – 11:00 a.m.

Members in Attendance: John Brauer, Kori Chen, Gilbert Pete

Absent Members: Herb Garrett, Derreck Johnson, Doreen Moreno, Darien Louie

The City of Oakland Workforce Development Board convened the Executive Committee Meeting, October 12, 2018 at Oakland City Hall located at One Frank H. Ogawa Plaza, Oakland, CA 94612 in Hearing Room 4.

1. The Board meeting was called to order by Kori Chen on behalf of the Board Chair, Herb Garrett at 8:55am.
2. Board staff called roll. An Executive Committee quorum was met.
3. The Board Chair called for the adoption of the agenda: Item I.c. Adoption of the April 27, 2018 Agenda.
4. The Board Chair called for a vote on approval of the meeting minutes.

Motion: John Brauer
Second: Gilbert Pete

Ayes: 3
Nays: 0
Abstentions: 0 The motion carried unanimously.

5. The Board Chair addressed the first action item: Item II.a. Accept Additional Funds for Staff Development & Training, & the West Oakland Job Resource Center.

There were no speaker cards for the action item.

Board Discussion:

The additional funds for Staff Development and training will help invest and strengthen the work we do in ICT and ICT partnership work. The Oakland Chamber has helped to organize and run ICT work for the region, we can now support their efforts to continue forward through 2019. The funding for the West Oakland Job Resource Center comes from an agreement with the City of Oakland and Prologis. Prologis does transportation, cargo, and logistics work. Does the West Oakland Job Resource Center work with other programs? Prologis?

Motion: John Brauer
Second: Gilbert Pete

Ayes: 3

Nays: 0

Abstentions: 0 The motion carried unanimously.

6. The Board Chair addressed the first discussion item: Summer Jobs: 2018 Updates & 2019 Planning. Christina Gutierrez presented the background.

Board Discussion:

OWDB has collaborated with program providers as well as OUSD for Summer Youth outreach and recruitment. OWDB worked with OUSD on an implementation tool called ELENA, which is used to conduct outreach through employer work sites. Some of the challenges identified by all four providers were that we are in a strong economic market in terms of youth being able to access jobs. Another challenge was around coordination between funders and providers and making sure we are doing that in a timely process. A digital youth application was implemented to assist in streamlining the application process and to assist the providers in having real-time access to youth information and placements.

OWDB partnered with Youth Beat to produce a summer youth employment video project. OWDB also partnered with Oakland Youth Development Center to support job readiness training and to begin to develop best practices in job readiness and curriculum. UC Berkeley School of Public Health (UCBSPH) was also a partner. OWDB work with UCBSPH to conduct evaluation and assessment of pre and post surveys for youth as well as surveys for employers. The purpose was to identify opportunities and how to better engage in service delivery at work sites.

The OWDB is partnering with OFCY to jointly release the Summer Youth Employment Program RFP. We would also like to engage the board to think about an ad-hoc committee to support some of 2019 planning around program design and funding. OWDB is also looking deeper into securing stable funding. OWDB is also looking to address the overall attrition or drop off in enrollment and placement.

Can we have more specific detail about the skills that the youth experience while they are in the programs? How did you get to the goal? What is the goal for next year? We should think about getting feedback from the actual job seekers. We should have one or two youth in the ad-hoc committee. We need to make the connection of potential first time workers with no experience to employers. We need to offer work experience opportunities to assist youth in obtaining jobs that require experience. We need to speak to employers so they can become the first time employer or offer jobs with no work experience, similar to internships.

Can subsidized jobs target providing youth with work experience that can be placed on a resume? How can we assist youth in obtaining unsubsidized employment and gain work experience? Are the youth getting paid for the 100 hours of training? We need to develop a system to address retention. Summer is an opportunity for Age and Stage, depending on the person, how old they are and what stage they are in the in. The workforce can't be a one answer is all. Youth are being connected in some areas and there is no connection in other areas. We need to address this issue. There should be a concerted effort to gear some of the views towards

jobs that may require more training. Please be mindful that we are talking about individuals and not just data.

7. The Board Chair addressed the second discussion item: The Fiscal Year 2017-2018 Program Performance Report. Honorata Lindsay presented the background.

Board Discussion:

What is being done to increase Credential Attainment and Training numbers? Does CalJOBS have the ability to give a relationship between credential attainment and job placement? How are we partnering with other education and training providers? What is the point of credential attainment if it does not lead to a job?

8. The Board Chair addressed the third discussion item: Business Services Updates. Tamara Walker presented the background.

Board Discussion:

Business services now has three established performance measures. Business services is working with providers to ensure performance data entry with regards to the business performance measures. New strategies were implemented: Oakland Workforce Collaborative (bringing employers together and matching with workforce partners), Team Oakland Business Walks (partnered with Oakland Chamber, Lao Family, Economic Development, Peralta, OUSD, and EDD). Lunch and Learn (businesses can come to learn more about workforce development business services and employer needs). Business services is looking to developing (with the assistance of IT) a system to communicate with businesses.

Can we have a measure of quantity and quality of jobs reported to OWDB? Can we capture employee feedback? Can we check in with employers to find out what they want in an employee? What can we do to identify the business work we are doing in Priority Sectors?

9. The meeting was adjourned at 10:29am.