

**SA: Ready to Work Advisory Board
Meeting Minutes
Meeting Room at Westside Education and Training Center
610 SW 41st St, San Antonio, TX 78237**

**Tuesday, June 20, 2023
1:00 p.m. - 3:00 p.m.**

BOARD MEMBERS PRESENT:

Jennifer Cantu
Sonia Garza
Jerry Graeber
Ben Peavy
Amanda Wright
Councilmember Adriana Rocha Garcia
Councilmember Pelaez

BOARD MEMBERS ABSENT:

STAFF PRESENT:

Alejandra Lopez, Assistant City Manager
Michael Ramsey, Workforce Development Office Executive Director
Amy Contreras, Assistant to the Director
Christina Ramirez, City Attorney's Office
Mary Mills-Nguyen, Advisory Board Staff Liaison

A. CALL TO ORDER

Mr. Peavy called the meeting to order at 1:10 p.m. after a quorum was established.

B. PUBLIC COMMENT

No public comments.

C. APPROVAL OF MINUTES

Mr. Peavy asked the Board members to review the meeting minutes from March 28. Ms. Cantu motioned to approve, and Mr. Graeber seconded. The Board unanimously voted to approve the minutes.

D. INDIVIDUAL ITEMS

2. Discussion and Possible Action on Target Occupations

Mr. Peavy elected to move this item up in the agenda.

Mr. Mammen and Ms. Matta-Barrera presented the Board with their quarterly occupational update, with 3 new occupations for consideration: Medical and Health Service Manager, Natural Science

Manager, and Nursing Assistant, to include Patient Care Technicians and Certified Nursing Assistants (CNAs).

The Board members discussed the occupations for consideration, with concerns raised about the length of the career pathway from CNA to more higher-paying nursing occupations. Ms. Garza asked whether the median hourly wage for these occupations might be skewed by the number of larger versus smaller local employers represented in the data. It was also recommended to add a column to the SA WORX data to show the median wage of each occupation for hired Ready to Work participants.

Ms. Cantu expressed that she thinks that the Employer Engagement Subcommittee needs additional information on the Medical and Health Service Manager and Natural Science Manager positions before calling them for a vote, and stated that she would coordinate with SA WORX to schedule a presentation from local employers hiring for these positions at the next Subcommittee meeting.

Ms. Cantu then called for a motion to approve the Nursing Assistant occupation only. She motioned, and Ms. Garza seconded. The Board voted unanimously to approve the new occupation.

1. Ready to Work Program Update

Mr. Ramsey presented a participant success story for Seth Hemphill, who enrolled in Ready to Work through Alamo Colleges. He then presented current data on the Ready to Work pipeline. This included the program goals for the next year, and which trainings participants have chosen so far. Mr. Ramsey introduced that the digital catalog has been officially launched. He also presented updates on JobFest 2023 and the Community Champion Collaborative.

Matt Bernius from Opportunity Accelerator then provided the Board with an overview of the participant interviews they conducted with Black and Latina Ready to Work participants with children. They provided insight into the intake and enrollment process for these populations and provided suggestions on how to improve it.

Then Dr. Nichols and Dr. Lee from UTSA's Urban Education Institute reported on their research into what areas of San Antonio are seeing the most people apply to Ready to Work, what training programs are most popular among participants, and potential reasons behind the trends they saw.

3. Briefing on Jobs For the Future Employer Engagement Community of Practice Report

Ms. Thrun from Jobs for the Future (JFF) presented a summary of the technical assistance they have provided over the past year. They covered observations on programmatic areas for potential improvement and interventions that have been taken by WDO and partner agencies. These topic areas covered the intake process, best practices to ensure program equity, and engagement of training providers and employers.

Mr. Graeber requested to see the full report on JFF's work so far.

4. Subcommittee Updates

Mr. Ramsey presented on behalf of Ms. Wright on the Community Engagement Subcommittee's updates. These developments included a detailed presentation from Creative Noggin to summarize their work in the past year and progress on the forthcoming incentive program for Community-Based Organizations.

Ms. Cantu then presented updates for the Employer Engagement Subcommittee, which included the public comments received from Alamo Colleges and other local employers on the Nursing Assistant occupation, a discussion Subcommittee members had on how to collect feedback from employers who have hired Ready to Work participants, and Talent Pipeline Management developments.

5. Briefing on Ready to Work Referral Incentive Plan for Community-Based Organizations

Mr. Ramsey briefly updated the Board on plans to launch the Community-Based Organization (CBO) referral incentive program on July 1st. This program would allow CBOs to refer their clients to Ready to Work for training, and gain a small financial incentive if their referrals are eligible and enroll in training. Mr. Ramsey explained the guidelines CBOs must follow to receive the incentive, and the referral mechanism in the application portal.

D. STAFF MEMBER COMMENTS

Mr. Ramsey presented upcoming events Ready to Work will have a presence at.

F. FUTURE AGENDA ITEMS

Ms. Cantu asked to add an item to the agenda to discuss strategies for strengthening the connection between training completers and employers looking to hire.

G. ADJOURN

Meeting adjourned at 3:03 p.m.