

**SA: Ready to Work Advisory Board
Meeting Minutes
Thursday, June 21, 2022
1:00pm - 3:00pm
City Tower Large Conference Room 10.W1003
100 W. Houston St., San Antonio, TX 78205**

BOARD MEMBERS PRESENT:

Brad Beldon
Jennifer Cantu
Daphene Carson
Sonia Garza
Jerry Graeber
Doug McMurry
Ben Peavy
Amanda Wright
Councilmember Adriana Rocha Garcia

BOARD MEMBERS ABSENT:

Peter John Holt
Councilmember Manny Pelaez

STAFF PRESENT:

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

A. CALL TO ORDER

Mr. Graeber called the meeting to order at 1:05 p.m. after quorum was established.

B. PUBLIC COMMENT

No citizens registered in advance to make public comments.

C. APPROVAL OF MINUTES

Mr. McMurry asked members to review the Advisory Board meeting minutes of March 24, 2022. Mr. Beldon moved to approve the meeting minutes. Ms. Cantu seconded. The Board voted unanimously to approve the minutes.

D. INDIVIDUAL ITEMS

1. Advisory Board Chair Election

Ms. Carson motioned to nominate Mr. Peavy to be the Advisory Board Chair, and Councilmember Rocha Garcia seconded. Mr. Graeber moved to nominate Mr. McMurry to be the Advisory Board Chair, and Mr. Beldon seconded. The board held a vote and with 5 votes, Mr. Peavy was elected to be the Advisory Board Chair.

2. Discussion and Possible Action on New Community Outreach Subcommittee Member and New Employer Engagement Subcommittee Member.

Mr. Ramsey introduced Amanda Wright, Maggie Smith, Jordan Hooten, and Joseph Garcia as nominees for the Community Outreach Subcommittee and the Employer Engagement Subcommittee, respectively. He explained each of the nominees' career accomplishments and educational backgrounds.

Mr. McMurry and Ms. Cantu both voiced their support for each of the candidates, Mr. McMurry made a motion, and Councilmember Rocha Garcia seconded to accept the nominees to their subcommittees. All in attendance were in favor of accepting the nominees to their subcommittees.

3. Discussion and Possible Action on Ready to Work Target Occupations.

Ms. Cantu introduced the board to the most recent SA WORX occupational data and explained to the group how to read the report. She then proceeded to review the changes, noting occupations to be added, and highlighted those jobs that need to be monitored for wage and growth going forwards.

Ms. Cantu proposed adding three new jobs to the list of Ready to Work target occupations. Additionally, Ms. Garza suggested that Billing and Claims for health insurance be considered as a position to be added in the future.

Ms. Salazar explained that some of the newer positions in the target occupations list do not have many job training programs available locally yet, and that collaboration with local employers, incorporating the TPM model, would be needed to build out targeted curricula for those occupations.

Mr. Ramsey asked for feedback from the Board about adding jobs and courses to Ready to Work given the data from SA WORX. Both Ms. Garza and Mr. McMurry said that they felt like they saw enough information to make an informed decision.

Mr. Mammen and Mr. Ramsey answered members' questions that about where SA WORX gets its labor market data and how much they can actually know from the statistics that they show.

Mr. Graeber made a motion to approve the new occupations as presented. Councilmember Rocha Garcia seconded and the Board was in agreement to approve addition of the new occupations.

4. Demonstration of Ready to Work Central Data Platform.

Mr. DeWispelaere presented the public-facing Ready to Work portal that applicants use to submit their information, and the Signify Central Data Platform that case managers utilize to contact and process the applicants.

Mr. DeWispelaere discussed the specific information that case managers will receive from the applicants, and how they will work together to find the best career path for each individual.

Ms. Garza asked if the Ready to Work website has mobile support, and if City staff have the ability to keep up with questions and issues from the applicants about their accounts. Mr. DeWispelaere confirmed that the portal is accessible on mobile devices, and Ms. Zamora added that between 311 and WDO staff, the team has been able to keep up with all of the applicant calls.

Ms. Garza asked if Ready to Work offers the opportunity to connect participants to computer literacy courses to help them overcome technological barriers. Ms. Zamora responded that there are several methods to register for Ready to Work that do not require internet or computer access, and that Ready to Work case managers do have the capacity to refer clients to computer literacy and other courses that will help them succeed in the program.

Mr. Ramsey answered questions about the time it takes to contact applicants once they sign up, and gave the group an update on how program staff are handling the unpredicted surge in applicants after the launch press conference.

5. Discussion on Ready to Work Dental Service Referrals.

Mr. Ramsey presented the different organizations that Ready is working with to refer people to for dental care. He discussed each organization's expertise and primary clients.

Councilmember Rocha Garcia suggested that the UT Health Science Center be investigated as another option for dental care.

6. Subcommittee Updates.

Mr. McMurry provided an update on the work of the Community Outreach Subcommittee, including an upcoming election to select a new Chair, the new individuals they are considering for membership, and the development of the Community Ambassador Program.

Ms. Cantu summarized the conversations and decisions that the Employer Engagement Subcommittee made in its last meeting regarding nominees and how the members can engage the employers that are partnered with Ready to Work.

7. City of San Antonio Workforce and SA: Ready to Work Updates.

Mr. Ramsey discussed the Ready to Work presence at the recent JobFest 2022 event, targeted at helping young people find summer jobs to help them develop work experience.

Mr. Ramsey then briefly touched on the events that Ready to Work staff are participating in soon.

E. STAFF MEMBER COMMENTS

No comments.

F. FUTURE AGENDA ITEMS

