

**SA: Ready to Work Advisory Board
Meeting Minutes
Tuesday, October 25, 2022
1:00pm - 3:00pm**

**San Antonio Food Bank Mays Family Culinary Center Conference Room 203
5200 Enrique M. Barrera Pkwy, San Antonio, TX 78227**

BOARD MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT:

Peter John Holt
Daphne Carson
Councilmember Manny Pelaez

STAFF PRESENT:

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

A. CALL TO ORDER

Mr. Peavy called the meeting to order at 1:08 after a quorum was established.

B. PUBLIC COMMENT

No citizens registered in advance to make public comments.

C. APPROVAL OF MINUTES

Mr. Peavy asked the Board members to review the meeting minutes from August 16th. Mr. McMurry made a motion to approve the minutes. Ms. Cantu seconded the motion. The Board unanimously voted to approve the minutes.

D. INDIVIDUAL ITEMS

1. Ready to Work Program Update

Mr. Peavy introduced San Antonio Food Bank CEO Eric Cooper, who gave welcoming remarks to the Board members. Then Mr. Peavy made a statement about the community need for Ready to Work and the Advisory Board's purpose.

Mr. Ramsey then presented statistics on the number of people in the program and where they are in the pipeline, including which trainings participants had chosen to date. He discussed how the data presentation has changed since the last meeting and what these numbers mean.

Mr. Peavy then introduced Mr. Hooper of Jobs for the Future (JFF), who briefly summarized the scope of JFF's technical assistance on Ready to Work.

Ms. Acevedo of JFF explained in more detail how JFF works towards developing best practices between Ready to Work partner agencies and establishing relationships with employers. She showed how JFF's Community of Practice website and collaborative sessions have allowed the partners to foster better collaboration serving clients, and she summarized the Community of Practice's findings related to program successes and challenges to date.

Ms. Garza highlighted JFF's findings about the eligibility requirements and suggested making a tiered system for participants in which those with higher income can still be eligible, but receive less funding.

Mr. Peavy then invited the attending partner agencies to answer a few questions that the Board had for each of them. Representatives from Alamo Colleges District, Project QUEST, Restore Education, and Workforce Solutions Alamo each shared their individual feedback and suggestions for various aspects of the Ready to Work program.

City Manager Walsh suggested that the partner agencies attend every Board meeting to help foster a collaborative culture, to stay informed on the Advisory Board's inquiries and suggestions and to respond to issues more quickly.

Mr. Ramsey asked the Board to start preparing for an upcoming evaluation of the Ready to Work eligibility criteria at the end of the first program year next spring, and he presented a few options where the eligibility criteria could potentially be expanded.

2. Briefing and Possible Action on Employer Engagement Subcommittee Updates and Recommendations

Ms. Cantu briefly reviewed the scope of the Employer Engagement Subcommittee and summarized the work that it has done recently, including the promotion of Talent Pipeline Management collaboratives.

Ms. Cantu then presented the Subcommittee's recommendation, that the Board allow WDO staff to update the list of Ready to Work targeted occupations with any administrative SOC code changes without Advisory Board approval.

Mr. McMurry made a motion to approve the change in procedures. Mr. Peavy seconded the motion. The Board was unanimous in their decision to approve the item.

3. Briefing and Possible Action on Community Outreach Subcommittee Updates and Recommendations

Ms. Wright briefly explained the scope of the Community Outreach Subcommittee and summarized the work that it has done engaging the community by hosting events and informing the Ready to Work marketing campaign.

4. Ready to Work Advisory Board Overview

Mr. Segovia explained to the Board the legal process that established the Ready to Work program and the Advisory Board, as well as the program's funding mechanisms. He then discussed the rules for how that funding can and cannot be used and the scope of the Advisory Board's responsibilities.

5. Executive Session

At 3:03pm, the Board entered Executive Session to discuss legal matters pursuant to Section 551.071 of the Local government Code. At 3:26pm, the Board reconvened in open session. No action was taken.

E. STAFF MEMBER COMMENTS

Mr. Ramsey summarized recent events that the WDO team and Board members have participated in since the last Board meeting, and other upcoming events.

F. FUTURE AGENDA ITEMS

Councilmember Rocha Garcia suggested that the discussion regarding upcoming changes to the program eligibility criteria become a recurring item on Board agendas. Ms. Cantu requested that future reporting on the Ready to Work talent pipeline be organized by SOC Code. Mr. Graeber asked that any developments made in the Community of Practice be updated to the Board. Mr. Peavy suggested that work sessions with each Ready to Work prime agency be scheduled in order to address some of the concerns raised during this meeting. Ms. Wright suggested that the prime partners could be invited to the Community Outreach Subcommittee meetings to continue the conversation about changes to the Ready to Work marketing. Mr. Graeber stressed the importance of starting to review the eligibility criteria as soon as possible and suggested that the Board begin meeting monthly leading up to the end of the first program year.

G. MEETING ADJOURNMENT

Meeting adjourned at 3:47pm.

APPROVED:
