

**Local Area Subsequent Designation
and
Local Board Recertification Application
for
Program Years 2023-25**

Local Workforce Development

City & County of San Francisco

Application for Local Area Subsequent Designation and Local Board Recertification

This application will serve as your request for Local Workforce Development Area (Local Area) subsequent designation and Local Workforce Development Board (Local Board) recertification for Program Year (PY) 2023-25 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (CWDB) determines the application is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this application.

Completed applications must be submitted by 5 p.m. on Friday, May 26, 2023, to the CWDB at PolicyUnit@cwdb.ca.gov.

City & County of San Francisco

Name of Local Area

1 South Van Ness Avenue, 5th Floor

Mailing Address

San Francisco, CA 94103

City, State, ZIP

5/20/23

Date of Submission

Joshua Arce

Contact Person

(415) 701-4861

Contact Person's Phone Number

Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting Local Board members.

1. Provide the names of the individuals appointed for each membership category listed below.
2. Attach a roster for the current Local Board.

Category: Business – WIOA Section 107(b)(2)(A) requires that business members constitute a simple majority of the Local Board, and WIOA Section 107(b)(3) states that the chairperson shall also be a member under this category. Specifically, a majority of the Local Board’s business members shall constitute the following representatives under this membership category:

- Owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority;
- Representatives of businesses, including small businesses or business organizations; and
- Individuals appointed by those who have been nominated by local business organizations and business trade associations.

Please list the Local Board’s business members and identify the chairperson by typing CHAIR after their name:

Local Board Business Members

	Name	Title	Entity	Appointment Date	Term End Date
1	Jeanine Cotter CHAIR	Co-Founder, CEO & President	Luminalt Solar	5/30/2012	9/30/2024
2	Alex Bastian	President and CEO	Hotel Council	4/4/2023	4/4/2025
3	Alex Wong	Community and Government Relations Manager	Kaiser Permanente	4/4/2023	4/4/2025
4	Bruce Callander	Executive Vice President	HUB International	4/4/2023	4/4/2025
5	Edward Battista	VP of Human Resources	California Pacific Medical Center (CPMC) Sutter Health	6/2/2016	1/31/2025
6	Iowayna Pena	Director of Real Estate & Development	San Francisco Giants	4/4/2023	4/4/2025
7	Julie Fallon	Market Director of Labor	Marriott International America's Western Region	3/9/2017	1/31/2025
8	Laurie Thomas	Executive Director	Golden Gate Restaurant Association	3/9/2022	6/30/2023
9	Lori Dunn-Guion	DBIA LEED® AP Division Manager	Swinerton	1/26/2021	1/31/2025
10	Meaghan Mitchell	Writer	SF Standard	6/9/2021	6/30/2023
11	Michon Coleman	Regional Vice President	Hospital Council-Northern & Central California	6/26/2015	6/30/2023
12	Nikki Tosiello	Senior Director of Workforce Development	Salesforce	4/4/2023	4/4/2025
13	Safiya Miller	Strategic Partnerships Director	Microsoft Corporation	6/9/2021	6/30/2023
14	Sam Rodriguez	Director of Legislative Affairs	Rodriguez Strategic Partners LLC	12/5/2012	1/31/2025
15	Vikrum Aiyer	Head of Global Public Policy & External Affairs	Heirloom	5/17/2019	1/31/2025

Category: Labor – At least 20 percent of the Local Board members shall be labor representatives from the Local Area’s workforce. Specifically, the Local Board shall have labor representatives under this membership category from the following entities (WIOA 107[b][2][B]):

- Labor organizations (for a Local Area in which employees are represented by labor organizations) and who have been nominated by local labor federations, or (for a Local Area in which no employees are represented by such organizations) other representatives of employees.
- A member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists.

Members may be representatives from community-based organizations with demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, veterans, or individuals with disabilities; and organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth and/or out-of-school youth.

California Unemployment Insurance Code (CUIC) Section 14202(b)(1) further requires and specifies that at least 15 percent of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. For a Local Area in which such organizations represent no employees, other representatives of employees shall be appointed to the Local Board, but any Board that appoints representatives of employees not nominated by local labor federations must demonstrate that no employees are represented by such organizations in the Local Area.

List the Local Board’s labor members:

Local Board Labor Members

	Name	Title	Entity	Appointment Date	Term End Date
1	John Doherty	Business Representative	International Brotherhood of Electrical Workers (IBEW) Local 6	12/4/2014	1/31/2025
2	Tony Delorio	President	Teamsters Local Union No. 665	3/31/2020	1/31/2025
3	Cynthia Gomez	Researcher	UNITE HERE Local 2	12/3/2018	9/30/2024

	Name	Title	Entity	Appointment Date	Term End Date
4	Ramon Hernandez	Business Manager	Laborers' International Union of North America (LIUNA!) Local Union 261	5/30/2012	1/31/2025
5	Charley Lavery	Senior Business Representative	Operating Engineers Local 3	6/26/2013	1/31/2025
6	Kim Tavaglione	Executive Director	San Francisco Labor Council	1/4/2022	1/31/2024
7	Angela Tamayo	Political Capacity Organizer	Service Employees International Union-United Healthcare Workers West (SEIU-UHW West)	5/17/2019	1/31/2025

Category: Education – WIOA Section 107[b][2][C] requires that each Local Board include members who represent entities that administer education and training activities in the Local Area. Specifically, the Local Board shall have education representatives under this membership category from the following entities:

- Eligible Title II adult education and literacy providers.
- Institutions of higher education providing workforce investment activities.

Members may be representatives from local educational agencies and community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.

List the Local Board's education members:

Local Board Education Members

	Name	Title	Entity	Appointment Date	Term End Date
1	Lynn Mahoney	President	San Francisco State University	3/31/20	4/4/2025
2	David Martin	Chancellor	City College of San Francisco	4/4/2023	6/30/2023

Category: Economic and Community Development – WIOA Sections 107[b][2][D] and [E] require each Local Board to include governmental, economic, and community development representatives under this membership category from the following entities:

- Economic and community development organizations.
- The state's employment service office under the Wagner-Peyser Act.
- Programs carried out under Title I of the federal Rehabilitation Act.

A Local Board may have representatives from transportation, housing and/or public assistance agencies; philanthropic organizations; and/or an individual or representatives of entities determined to be appropriate by the local CEO.

Local Board Economic and Community Development Members

	Name	Title	Entity	Appointment Date	Term End Date
1	Shanell Williams	Director of Community Engagement and Partnership	UCSF California Preterm Birth Initiative	6/9/2021	6/30/2023
2	Jorge Tapia	San Francisco Workforce Cluster Manager	Employment Development Department	5/30/2012	1/31/2025
3	Theresa Woo	Regional Director	California Department of Rehabilitation	3/10/2021	1/31/2025

Performed Successfully

The Local Area hereby certifies that it has performed successfully, defined as having an Individual Indicator Score of 50% or higher in PY 20-21 or PY 21-22, as described in Workforce Services Directive WSD20-02, *Calculating Local Area Performance and Nonperformance* (September 18, 2020), for the following primary indicators of performance:

- Employment Rate 2nd Quarter After Exit
- Median Earnings

PY 20-21 Individual Indicator Scores

Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	<u>86.51%</u>	<u>82.08%</u>
Median Earnings 2 nd Quarter After Exit	<u>\$6,620</u>	<u>\$8,638</u>

PY 20-21 Individual Indicator Scores

Indicators of Performance	Youth
Employment or Education Rate 2 nd Quarter after Exit	<u>107.02%</u>
Median Earnings 2 nd Quarter After Exit	\$4,075

PY 21-22 Individual Indicator Scores

Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	<u>95.31%</u>	<u>78.11%</u>
Median Earnings 2 nd Quarter After Exit	<u>\$8,827</u>	<u>\$7,031</u>

PY 21-22 Individual Indicator Scores

Indicators of Performance	Youth
Employment or Education Rate 2 nd Quarter after Exit	<u>156.53%</u>
Median Earnings 2 nd Quarter After Exit	\$5,744

Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PY 20-21 or PY 21-22:

- *Final determination of significant finding(s)* from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or improperly expended funds due to the willful disregard or failure to comply with any WIOA requirement.
- *Gross negligence* – defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- *Failure to observe accepted standards of administration* – Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 2 *Code of Federal Regulations* (CFR) Part 200.

Certify No Violation:

Engaged in Regional Planning

Engaged in regional planning is defined as participating in and contributing to regional planning, regional plan implementation, and regional performance negotiations. The Local Area hereby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways:

The Bay-Peninsula Regional Planning Unit (RPU) includes Workforce Investment San Francisco (WISF), North Valley Consortium (NOVAworks), and the San Jose Silicon Valley Workforce Investment Network (SJSVWIN). The RPU covers the geographic area of San Francisco, San Mateo, and Santa Clara Counties. The WISF has actively engaged in regional planning and regional plan implementation. Activities include:

- Participated in negotiating WIOA performance measures as a region representing three workforce boards.
- Took part in regular meetings and conversations with the workforce board directors in the region to discuss regional plan implementation strategies and to create a more cohesive regional service-delivery system.
- Actively engaged in the planning and delivery of many regional initiatives that align industry engagement, support the development of regional career pathways, and assist in the creation and implementation of the WIOA Regional Plan.
 - Launched an innovative systems-change initiative in collaboration with our RPU, "Advancing Equity through Skills Based Hiring," to train employers using the Markle Foundation "Skillful" methodology, which promotes skills-based hiring versus credential-based hiring to reduce hiring biases and promote greater equity and inclusion.
 - Partnered on the federal "Comprehensive and Accessible Reemployment through Equitable Employment Recovery" (CAREER) grant to provide employment services to dislocated workers impacted by COVID-19 and other barriers. Services in San Francisco are provided through Self Help for the Elderly and Mission Hiring Hall who will provide 100 clients with Career Assessment, Career Advising, One-on-One Intensive Job Search Support, Resume Review, Interview Preparation, Development of an Individualized Employment Plan, Job Coaching, Access to Computer and Utilities, Intensive Direct Placement services, and potential enrollment into OEWD Sector Occupational Skills Training programs. In addition, each participant is eligible to receive \$300 for supportive services such as transportation support, training equipment and materials, childcare or rental assistance (October 2021 – August 2023).
 - Partnering with RPU, regional community colleges, and City College of San Francisco on the Regional Equity and Recovery Partnership (RERP) grant to

deliver training and career paths for diverse populations in cybersecurity, mechatronics, and cloud computing sectors. In San Francisco, the program will fund credit-for-prior-learning assessments, employer engagement strategies, and supportive services for cyber security students. Students enrolled in this program will work with a job coach at CCSF and receive an assessment for credit for prior learning to shorten in-class requirements and pipeline to direct hire or to apprenticeship. TechSF will support with student outreach, employer engagement, and apprenticeship (January 2023 – October 2025).

- And, finally, the region is partnering on the State of California Community Economic Resilience Fund (CERF) initiative to promote a sustainable and equitable economic future for the region’s jobseekers, employers, and community stakeholders. In partnership with the Bay Area Good Jobs Partnership for Equity (BAGJPE), a collaborative of all workforce development boards across the nine county Bay Area region, we serve as the fiscal agent for the grant and collaborate to align each of the sub-region’s economic and workforce development sector strategies throughout the Bay Area (November 2022 – September 2024).

Local Area Assurances

Through PY 23-25, the Local Area assures that:

- A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include:

- The Local Area’s procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

- B. All financial reporting will be done in compliance with federal and state regulations and guidance.

Highlights of this assurance include the following:

- Reporting will be done in compliance with Workforce Services Directive WSD19-05, *Monthly and Quarterly Financial Reporting Requirements*, (December 4, 2019).

- All close out reports will comply with the policies and procedures listed in WSD16-05, *WIOA Closeout Requirements* (July 29, 2016).

Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold. (Title 2 CFR Section 200.338)

- C. Funds will be spent in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include the following:

- The Local Area will meet the requirements of the *CUIC Section 14211*, to spend a minimum of 30 percent of combined total of WIOA Title I adult and dislocated worker formula fund allocations on training services.
 - The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).
- D. The Local Area will select the America's Job Center of CaliforniaSM operator(s) through a competitive procurement process, such as a Request for Proposals, unless designated or certified as an operator with the agreement of the local CEO and the Governor (WIOA Section 121[d][2][A] and 107[g][2]).
- E. The Local Area will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.
- F. The Local Area will comply with the nondiscrimination provisions of WIOA Section 188 and 29 CFR Part 38, including the collection of necessary data.
- G. The Local Area will engage in and contribute to, regional planning and regional plan implementation (for example, the Local Area has participated in regional planning meetings and regional plan implementation efforts, and the Local Board and local CEO have reviewed and approved the regional plan and two-year modifications).
- H. The Local Area will participate in regional performance negotiations.
- I. The Local Area will comply with CWDB policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.
- J. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter* [TEGL] 10-09, and TEGL 19-16).

Application Signature Page

Instructions – The local CEO and Local Board Chair must sign and date this form. Electronic signatures are permitted for the PY 23-25 application.

By signing the application below, the local CEO and Local Board Chair request subsequent designation of the Local Area and recertification of the Local Board. Additionally, they agree to abide by the Local Area assurances included in this application.

Local Workforce Development Board Chair

Local Chief Elected Official

Signature

Signature

Jeanine Cotter

Kate Sofis

Name

Name

Chair, Workforce Investment San Francisco

Executive Director, Office of Economic &
Workforce Development
(Mayoral Signature Designee)

Title

Title

Date

Date