San Diego Workforce Partnership/SDCCD Joint Partnership Committee
October 25, 2023 | 10am | Zoom

Meeting Notes

The October Meeting focused on first steps in building out two different priority project areas -
1. Development of spring Cross Training event and Partnership Toolkit
2. Joint Employer Support meeting with one or more employers

Committee members were broken out into two working groups.

Key action items from the October Meeting include:
- Subcommittee on outreach and engagement
  - Seeking representatives from each college (at least one from each college); recommended to include outreach coordinators in addition to career services and/or CTE representatives. Colleges representatives to confirm interest.
  - The focus of the November meeting will be on outreach & Community Engagement
    - Colleges encouraged to ensure their outreach and career events representatives are present during the 11/15 meeting.
- San Diego Workforce Partnership training sessions for community college partners and sub-recipients. The schedule includes events on Effective Communication, The Art of the Pitch, Building and Maintaining Business Relationships, Market Research & Continuous Learning, Data-Driven Decision Making, and Collaborative Outreach.
  - Review planned events here: Training Schedule For Business Services.xlsx
  - Colleges invited to participate – email Xavier Martinez to register xaviermartinez@workforce.org
  - Hosting opportunities available on 1/10, 2/7, 3/13, 4/10 and in May – please email Xavier Martinez if you are interested in hosting one or more vents. xaviermartinez@workforce.org.
- Development of a subcommittee focused on regular and consistent employer engagement discussions across key roles, including San Diego Workforce Partnership's Business Services team and each college's Employer Relations Liaison, Job Placement role(s).
  - SDCCD's Career Education & Workforce Development Department will convene this group on a regular basis.
  - Colleges & SDWP's Business Services leads to confirm participants
    - Colleges to confirm additional representatives (beyond ERLs) – additional representation is not required, but welcomed and dependent on local structure(s)
- Joint Business Services Meeting with one or more employers – confirmed ICT/cyber sector to pilot joint employer engagement meeting (City and SDCCE will pilot in partnership with the Workforce Partnership focused on cyber). See full notes here.
- Cross Training planning discussion focused on users and stakeholders. Discussion participants expressed interest in exploring audiences. Discussion included:
  - The importance of reaching out to others – beyond direct services roles – faculty and staff to increase general awareness

- Development of an expanded Point of Contact list
- Exploration of regular email communications on events
- Exploration of alumni engagement
- Partnership with outreach
- The need for both virtual and in-person learning opportunities

Resource Reminders:
- [Committee Resource Page](#)
- [Workforce Partnership's CC Partnership Page](#)
- [SDCCD Contact List](#)
- [Committee membership list](#)

Kind regards,

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