San Diego Workforce Partnership / SDCCD Joint Partnership Committee

Meeting Highlights
Wednesday, September 27, 2023 | 10am to 11:30 |Zoom

Primary Focus: The September Joint Partnership Meeting focused on 2023-24 planning.

Meeting Materials:
- Agenda
- Draft 2023-24 Priority Projects Planning Doc

Summary of Action Items:
- Committee members encouraged to continue to review and provide feedback on the draft projects. Please send any comments, questions, or suggestion to Frank and Amertah by Friday, October 13th
- Committee members were encouraged to review the committee list and SDCCD key contacts page and provide any edits or updates to Frank and Amertah
- Xavier to share upcoming subrecipient training dates with Frank and Amertah (to be shared with the full group) – SDCCD staff to attend; potentially host a sub recipient training
- Luke to share outreach ambassador training dates
- Frank and Amertah to schedule ETPL training/overview as a special committee topic this year or as a separate training provided by SDWP
- Frank and Amertah to develop shared Teams folder and utilize it moving forward to support Partnership

Meeting Highlights

Reminders & Recognition
- During the welcome, reminders were shared regarding the committee's background, founding materials, and board goal alignment
  - Aligned to SDCCD Board of Trustees Goals and SDWP's goals
  - Senior Leadership Engagement
- The committee resource page was reviewed
- Action: Committee members were encouraged to review the committee list and SDCCD key contacts page and provide any edits or updates to Frank and Amertah

Introductions – As this was our first meeting of the 2023-24 program year, extra time was spent introducing roles and sharing interests and expectations for the partnership

Roles represented included:

- Workforce Partnership:
  - Client Services
  - Customer Experience
  - Business Services
  - Sector Initiatives
  - Research & Data
  - Learning
  - Contractors/External partners

- SDCCD College and District:
  - Career Education Program Lead Deans and Associate Deans
  - Strong Workforce & Perkins Leads
  - Career Center leads
  - Job placement leads
  - Work-Based Learning leads
  - Employer Relations Liaisons
  - WIOA II Adult Education and Family Literacy Act (AEFLA)
  - Outreach leads

Priority Projects
- Small group discussions - Meeting participants connected in small groups (breakout rooms) to share what worked well last year, areas they would like to focus, and first impressions of the draft projects
  - As a full group, meeting participants shared highlights from the small group conversations
  - Highlights:
    - Meeting participants expressed a shared passion shared for paid internships
    - Meeting participants expressed interest in
      - job shadowing and other opportunities to get to know each other's roles better
      - Improved data sharing on students/customers while serving student and for serving students
      - Partnering on career fairs, job fairs, and employer panels
    - Miramar college representative requested an opportunity to explore how to increase the number of community college programs on the ETPL
      - Reminder: the majority of SDWP sector initiatives do not require ETPL participation
      - ETPL training/overview will be a special topic this year and/or a separate training will be provided by SDWP
- Draft 2023-24 Projects
  - The group walk through the draft priority projects
    1. Cross Training & Program Awareness Session(s)
    2. Partnership Tool Box
    3. Job Placement & Employer Engagement

4. Outreach & Community Engagement
5. Shared Learning
6. Provide continued opportunities for relationship building
7. Data Engagement

- o Highlights:
  - Meeting participants expressed support for the proposed tool box and cross training sessions
    - Suggestions made to also leverage existing activities – invite each other to attend existing trainings
      - o Workforce Partnership representative shared that they provide subrecipient trainings – these would be great opportunities for SDCCD staff to attend
        - Action items:
          - Xavier to share upcoming dates with Frank and Amertah
          - College to potential host a sub recipient training
      - o SDCCD representative shared upcoming outreach ambassador trainings – good opportunities for SDWP staff to attend
        - Action item: Luke to share out dates
    - Suggestions were made to create video tutorials as well as written materials and summaries
    - Support expressed for utilizing Teams to communicate and plan together
  - o Meeting participants expressed interest in job placement and employer engagement
    - The Workforce Partnership offered to host a shared business meeting with an employer – to pilot serving an employer together (including college employer relations liaison and SDWP staff)
  - o A question was raised about timelines
    - Meeting participants agreed to set clear expectations for what we want to get done this program year
  - o Clarification was requested regarding shared learning – these are potential topics for us to explore together (in upcoming meetings); meeting participants expressed support for the topics
    - Action item: Committee members encouraged to send Frank and Amertah additional topics and/or preferences for which existing topics should be prioritized
  - o Action Items:
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