



**Expanding Reach Task Force
Meeting Agenda
Tuesday, August 28, 2018
12 Noon to 1:30 p.m.
Sunnyvale Room, Suite #620**

Task Force Charter:

The charter for the Expanding Reach Task Force is to explore methods and best practices in order to reach a greater geography and underserved target groups, without additional resources from WIOA. Defined work includes: Remote Services utilizing online, traveling and through partnerships (e.g. DOR, SNAP, Housing); Youth Careers that include identifying talent and a career library; and Employer Strategy in the area of messaging and the regional business engagement initiative.

- I. Welcome and Review Agenda** *Task force chair, Katherine Harasz (15 minutes)*
- II. Follow-up to Last Meeting: Review Data** *Staff Kris Stadelman and Cindy Stahl (20 minutes)*
- Customers served by city/town and from outside of the region
 - Customer flow to Job Centers
 - Resources: Community Colleges/Adult Education and Large Companies in San Mateo Co.
- III. Confirm Work, Identify Resources Needed and Develop Goals/Tasks** *Task force members (45 minutes)*
- Define work: 1) expanding reach with a focus on northern San Mateo County through existing job centers, through partners utilizing technology or other methods; and 2) evaluate transportation barriers for customers to access services
 - Identify tools/resources that will be needed (e.g. research on demographics, resources from partners and others, value-proposition to employers, etc.)
 - Develop goals for each of the defined work; What can we measure or monitor to know whether we're on the right track?
 - Develop tasks under each goal; How do we put our framework into action? What do we need to learn to create tasks against our vision? What's our timeframe for accomplishing short- and long-term tasks?
- IV. Wrap-up and Next Steps** *Task force chair, Katherine Harasz (10 minutes)*
- What are our next steps and what do we need to go forward?