

## INTER-OFFICE COMMUNICATION

**DATE:** December 15, 2014  
**TO:** EDUCC  
**FROM:** Erik Bredfeldt, Economic Development and Innovation Director  
**SUBJECT:** Preliminary Approach on Workforce Development Program

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At a recent EDUCC meeting a Commission Strategic Initiative regarding workforce development was discussed. The direction of the Committee was to investigate a prospective program involving the construction industry and existing community economic development partners.

Since that time, staff has identified a source of funds (formerly set aside from the CDBG fund for Small Business loans) that may be utilized for the City to participate in such a program provided the program complies with applicable Federal regulations.

As a result of this original direction and a few other developments in the community recently, staff is recommending two conceptual approaches. Staff would like to get preliminary direction from the Committee on these approaches or any others that are currently under consideration in the community:

### **Conceptual Pre-Apprenticeship Building Construction Program**

**Purpose:** Assist low/moderate income high school students in obtaining basic construction skills and certification through Santa Fe College Building Construction Apprenticeship Program and ultimately gainful employment in the local construction industry.

**Mechanics:** Provide a financial contribution to individuals entering and then graduating from a basic skills building construction pre-apprenticeship program. The contribution would be staggered to provide an upfront contribution for entrance into the program and then a final contribution upon graduation and achievement of certification (alternatively the funding source could simply be provided to establish the program).

### **Conceptual Restaurant Management Program**

**Purpose:** Assist low/moderate income youth in obtaining skills in restaurant management inclusive of food safety, kitchen skills, soft skills, entrepreneurship, inventory control, etc.

**Mechanics:** Current program tentatively beginning in January at downtown restaurant in partnership with the Institute for Workforce Innovation. The contribution would be staggered to provide an upfront contribution for entrance into the program and then a final contribution upon graduation and achievement of certification (alternatively the funding source could simply be provided to establish the program).