

Workforce Investment Board

Executive Committee

Minutes of October 25, 2017

Members Present: Kristyn Byrne, Robin Bartholow, Stephen Jackson, Scott Kincaid, and Bill Nordskog

Members Called In: Ed Barr and Steve Herron

Notified Absence: Judy Coffey, Roy Hurd, and Chris Snyder

Staff: Katie Greaves, Cristin Tuider, and Judy Oates

I. Public Comment

The group took a moment to remember Chris Page and check in with one another.

II. Approval of Minutes of September 13, 2017

Motion to approve minutes from September 13, 2017: Scott Kincaid /s/ Stephen Jackson. All approved (Kristyn Byrne, Ed Barr, Robin Bartholow, Steve Herron, Stephen Jackson, Scott Kincaid, and Bill Nordskog). There were no “nay” votes or abstentions. The motion carried.

Review of Action Items

It was decided that the Job Link Steering Committee (JLSC) should be allowed to see the Job Link Survey before it was presented to the WIB Executive Committee so staff will take the presentation to the next JLSC meeting for review.

Action: Staff will bring the Job Link Survey presentation to a WIB Executive Committee meeting for review after the JLSC has had a chance to review it.

Katie notified Ananda Sweet and David Wayte that their membership was approved by the WIB Executive Committee and will be taken to the Board of Supervisors for final approval on November 7.

The Fall Economic Forecast Breakfast has been re-scheduled to November 17.

Action: Judy will follow up on WIB Executive Committee attendance for the Fall Economic Forecast Breakfast on November 17. Kristyn and Katie will review attendance and decide who to invite to the event if there are any vacant seats at the WIB table.

III. Job Link Update

A. Operations Update

Auxiliary aids, services, and versions are available to individuals with disabilities upon request

by calling (707) 565-8504.

All regular routines have been on hold due to the fire. Human Services staff doubles as disaster workers when an event occurs so staff coverage in the office has been down while client needs have been increasing. We expect more layoffs coming up due to damaged businesses and an early end to the tourist season. Actions going on now include:

- Assistance with applications for unemployment.

Over 2,700 unemployment applications were filed in Sonoma and Napa counties in the last two weeks. As a partner, Goodwill has stepped up to assist the One Stop by loaning us one of their bilingual staff.

- Website updates.

The web page has been revamped to respond to disaster needs.

- Job Fairs.

Instead of winding down on hiring events like we usually do this time of the year we are winding up. We have an online application for employers to sign up to participate in job fairs. Local businesses are applying to be part of job fairs as well as employers from Marin and the East Bay. Placement agencies are also signing up as they are looking for people who can help with clean-up work.

- Outreach to Business.

We are doing a lot of Rapid Response work to help businesses that were impacted by the fire. The San Francisco Office of Workforce Development has reached out and offered to assist in our efforts.

- Community Outreach.

Jessica is receiving requests for assistance in Santa Rosa, Sonoma, and Petaluma. The cities want assistance reaching out to the workers who have been displaced. .

B. Steering Committee Update and Chair Appointment

Robin will verify with her employer if she can accept the position of the Steering Committee Chair due to the recent change in the workload in her office in response to the disaster.

Action: Robin will respond to Kristyn and staff about the JLSC Chair position by October 27.

IV. WIB Business

A. Youth Friendly Business Recognition Program Submissions

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Crissy reported two businesses that have received the required nominations from youth and adults and are eligible for recognition; while four others have received at least one nomination. The Youth Friendly Business Recognition Program Committee will meet in November or December to discuss the nominations and Crissy will bring information about the businesses to be recognized to the WIB Executive Committee.

B. Membership Update

Ananda Sweet and David Wayte's WIB membership will be brought before the Board of Supervisors on November 7th for approval.

Katie has reached out to Margaret Van Vliet of the Sonoma County Community Development Commission, Anita Maldonado of California Human Development, and Brandon Guerrero of Straus Family Creamery about WIB membership. They have each indicated interest and may attend the November WIB meeting to learn more about the group.

Action: Staff to send Kristyn contact information on the individuals interested in joining the WIB so she can reach out to each of them.

C. Regional Activities

Jessica reported that Nancy Keene is working with Career Pathways and coordinating her efforts with Marin County. The grant for the Career Pathways initiative expires at the end of March 2018 but the program will be able to continue. So far they have worked on Healthcare industry issues and now that model will be able to support other industries, such as manufacturing.

Stephen reported that Manufacturing Day on October 6 was a success. The event engaged high school juniors and seniors from Sonoma County schools for a day of manufacturing facility tours, career pathway discussions, and hands-on learning activities.

D. Grant Opportunities

i. WIOA Assistance

Katie shared that Sonoma County will be applying for an Emergency Dislocated Worker grant from the 25% of State funds that are held back by the Governor.

Funding will be available for those that need dislocated worker assistance, including job placement and retraining. Set aside funding will be used specifically to train participants in construction work to help with rebuilding and because there was already a shortage of

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construction workers prior to the disaster. Stephen shared that the Sonoma County Office of Education, Santa Rosa Junior College Adult Education, and the North Coast Builders Exchange are working on developing training for those interested in working in the trades, similar to what was done with high school students in partnership with the Career Technical Education Foundation. The training class will be six to eight weeks for two evenings a week, allowing for some people to be available quickly with basic construction skills and OSHA 30 safety skills.

There was discussion of increasing supportive services for participants affected by the disaster. WIOA will allow for subsidy for child care, uniforms, and other services that assist in getting and retaining employment but the policy will be reviewed to provide as much assistance as possible.

ii. La Cooperativa

The WIB and the seven other counties declared disaster areas due to the fires have partnered with La Cooperativa for a 51 million dollar grant for subsidized employment opportunities for fire disaster area clean up. Sonoma County has requested that La Cooperativa serve 300 participants for a cost of 9 million dollars. The effort will target hiring people displaced by the fire as well as the long term unemployed. La Cooperativa is a certified organization that can access this type of federal funding and be the employer of record. They worked with Lake County after their fires. Our role will be to assist with connecting the workforce to the sites by finding both the workers and the sites. Scott noted that he would like to see the Sonoma County Water Agency listed as a partner in these grant requests to see if t we could use any funds for the Sonoma County Youth Ecology Corps program.

iii. NBEC Slingshot

Katie reported the current NBEC Slingshot grant will expire at the end of March 2018. Sonoma County is working with Solano and the Workforce Alliance North Bay to secure another Slingshot grant for eighteen months starting January 2018.

V. WIB Strategic Planning *(Deferred to the December 13 meeting.)*

- A. Logistics
- B. Objectives
- C. Facilitator

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VI. WIB Oversight *(Deferred to the December 13 meeting.)*

- A. Cost Sharing MOUs
- B. America's Job Center of California Certification Plan / Timeframe
- C. Employment Development Department Program Monitoring

VII. Events / Announcements *(Deferred to the December 13 meeting.)*

VIII. November WIB Agenda

The agenda will be revised to reflect disaster response and recovery plans. Items not related to recovery will be removed. Possible discussion items include:

- What can the WIB and the members do to support recovery efforts?
- Expected “trickle down” effects of the disaster. Businesses closing and lay-offs that can happen / be averted.
- Report out from members of how their businesses and industries were affected.
- Job Link Steering Committee members and partners should attend to contribute to the conversation.

Action: *Kristyn and Katie will meet off-line to discuss the November meeting format and revise the agenda.*

IX. WIB Executive and WIB Meetings

November 8, 2017	Full Session:	3:00 pm to 5:00 pm
	Location:	Santa Rosa Room
December 13, 2017	Executive Session:	4:00 pm to 5:00 pm
	Location:	Santa Rosa Room
January 10, 2018	Executive Session:	4:00 pm to 5:00 pm
	Location:	Santa Rosa Room
February 14, 2018	Full Session:	3:00 pm to 5:00 pm
	Location:	Santa Rosa Room

X. Adjourn

The meeting was adjourned at 5:35 p.m.