

Workforce Investment Board

Executive Committee

Minutes of July 11, 2018

Members Present: None

Members Called In: Ed Barr, Steve Herron, Stephen Jackson

Notified Absence: Kristyn Byrne, Robin Bartholow, Judy Coffey, Roy Hurd, Scott Kincaid, and
Chris Snyder

Staff: Katie Greaves, Patricia Andrews, Jennifer Hayworth, Cristin Tuider, and Judy Oates

I. Public Comment

None.

II. Approval of Minutes of March 14, 2018; April 11, 2018; and June 13 and Review Action Items

Item held due to lack of quorum.

III. WIB Membership

Announced the retirement of Bill Nordskog.

IV. WIB Business

A. *Chair Elect:* Discussed possible candidates for the Chair-Elect and decided to bring the item to the full WIB meeting. The candidate must be a WIB member from the Business sector and will assume the role of WIB Chair in July of 2019.

B. *Job Link Steering Committee:* Item held due to lack of a quorum.

C. *May WIB Meeting Debrief:* Item not discussed due to lack of a quorum.

D. *Board Goals Next Steps:* Item held due to lack of a quorum.

V. WIB Oversight

A. Youth Program

1) SCYEC Letter of Support

Reviewed letter and determined it only requires the approval of WIB Staff and the WIB Director rather than committee approval.

Auxiliary aids, services, and versions are available to individuals with disabilities upon request
by calling (707) 565-8504.

2) SCYEC Update

Crews were hired by each of the five youth agencies contracted for the summer work program. There are 40 youth in total this summer. It was discovered just as this year's program began that some SCYEC work paid with public funding is subject to prevailing wage requirements. Adjustments were made to the work schedule and type of work performed to comply with this requirement. Conservation Corps North Bay is exempt as *"any work performed by the California Conservation Corps or by Community Conservation Corps certified by the California Conservation Corps"* does not need to comply. Work that includes vegetation removal in fire burned areas is also exempt. We had to decline work from host agencies like Ag and Open Space due to this change. Crews that were lined up to work in those areas were diverted to garden work. All the hired youth will be working the hours and the gaining the experience as planned before this issue arose, but there is concern about maintaining the program without a legislative fix.

3) Career Pathway Pilot Program

Item held due to lack of quorum.

4) Youth Provider Monitoring Results

The WIOA Youth Program is monitored annually for WIOA program and contractual compliance. Crissy shared the results of the latest monitoring.

- West County and CCNB did well with only minor paperwork issues that were corrected.
- The Center had some paperwork issues and ran out of funding for WIOA youth mid-year.
- Social Advocates for Youth had a compliance finding as they are struggling with recruiting and serving youth adequately in Sonoma Valley. Staff will continue to monitor the agency.
- Petaluma People Services Center lost a case manager in their office at the beginning of the year leaving nobody to work in the program. As such, the Agency could not be adequately monitored at the first visit. They have since hired multiple staff and are supporting youth in the program and are now in compliance. Staff will continue to monitor the situation to ensure the issue is indeed resolved.

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B. WIOA Supportive Services and Needs-Related Payments Limit

Item held due to lack of quorum. Staff will follow up with Jessica Taylor of Job Link to see if the *WIOA Supportive Services and Needs-Related Payments Limit* action item on today's agenda needs to be addressed before the September 12 WIB Executive Committee meeting. If so, an emergency WIB Executive Committee meeting will be scheduled.

C. Upcoming Events/Meetings

1) CWA Meeting of the Minds – September 4-6 in Monterey

The California Workforce Association is hosting its annual meeting and there will be focus on WIB Boards and the importance of strategic engagement for an effective WIB. Katie encouraged WIB Executive Committee members to attend as it is a good networking opportunity with other Workforce Investment Boards across the state.

2) California Economic Summit – Santa Rosa, November 15 – 16

Katie shared the agenda for the 2018 California Economic Summit and encouraged WIB Executive Committee members to attend and offered to pay the registration for committee members.

D. NBEC Industry Innovation Fund RFP

Staff will be releasing a Request for Procurement (RFP) for the NBEC (Sonoma, Marin, Lake, Mendocino, Solano, Napa counties) region for \$130K in Industry Innovation funds. These funds are to be used creatively to fund ideas for workforce solutions in various industries in the region.

VI. Upcoming WIB Executive Committee Meetings and WIB Meetings

August 8, 2018	Full Session:	3:00 pm to 5:00 pm	Location: Santa Rosa Room
September 12, 2018	Executive Session:	4:00 pm to 5:00 pm	Location: Bodega Room

VII. Adjourn

The meeting was adjourned at 4:34 p.m.