

Sonoma County Workforce Investment Board

Minutes of February 13, 2019

- Members Present:** Ananda Sweet, Yale Abrams, Robin Bartholow^{*}, Judy Coffey^{*}, Susan Cooper, Sara Cummings, Keith Dias, Paul Duranczyk, Nancy Emanuele, Brandy Evans, Kristina Holloway, Stephen Jackson^{*}, Scott Kincaid, Chris Knerr, Al Lerma, Anita Maldonado, Jerry Miller, George Steffensen, Steve Stobel, David Tam, Pedro Toledo, and David Wayte
- Notified Absent:** Ed Barr, Kristyn Byrne, Steve Herrington, Steve Herron, Lynn Stauffer, and Katrina Thurman
- Unexcused Absent:** Chris Snyder and Roy Hurd
- Staff:** Katie Greaves, Shaydra Ennis, Michelle Revecho, Jessica Taylor, Crissy Tuidier, Judy Oates, Christopher Dolan, and Diego Fernandez-Pages

***Attendees with asterisks arrived late or departed early.**

I. Introductions and Public Comment

Chair Elect Ananda Sweet served as the Chair in Kristyn Byrne's absence.

There were no public comments.

II. Approve Minutes of November 14, 2018

Motion to approve the November 14, 2018 minutes: Jerry Miller /s/ David Wayte. All approved (Ananda Sweet, Yale Abrams, Robin Bartholow, Judy Coffey, Susan Cooper, Sara Cummings, Keith Dias, Paul Duranczyk, Nancy Emanuele, Brandy Evans, Kristina Holloway, Stephen Jackson, Scott Kincaid, Chris Knerr, Al Lerma, Anita Maldonado, Jerry Miller, George Steffensen, Steve Stobel, David Tam, Pedro Toledo, and David Wayte).

There were no "nay" votes. Scott Kincaid abstained. The motion carried.

III. Youth Friendly Business Recognition

Tom Brand of the Raven Theatre was presented with the Youth Friendly Business Recognition Award.

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Nancy Emanuele Arrived.

IV. Portrait of a Sonoma County Graduate

Presenters: Dan Blake, Sonoma County Office of Education

Mickey Porter, PlusONE Leadership

The Portrait of a Sonoma County Graduate intends to highlight the different skills youth need for the jobs of tomorrow through conversation with the workforce community, parents and students.

Attendees were asked to take part in an on-line survey to gather information for use in the Portrait of a Sonoma County Graduate report.

Interested parties are encouraged to follow the Sonoma County Portrait of a Graduate website at: sonomapog.org

V. Regional Workforce Plan Two Year Update

The Regional and Local Workforce Plans are due for their two year mid-point updates.

The Regional Plan covers the counties included in the North Bay Employment Connection (NBEC). NBEC is made up of the three workforce development boards serving the North Bay: 1) the Workforce Alliance of the North Bay (WANB - Lake, Marin, Mendocino, and Napa); 2) the Workforce Development Board of Solano County; 3) and the Sonoma County Workforce Investment Board. The state has mandated that the region focus on services to justice involved individuals.

NBEC engaged Resource Development Associates to conduct the update to the Regional Plan and to submit a Prison to Employment grant application to fund the strategies that came out of the planning process.

Robin Bartholow left the meeting.

The Prison To Employment (P2E) Regional Strategies are:

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1. Develop consistent communication, collaboration, and information sharing systems among partners to promote sustainable and successful implementation of workforce-corrections services and activities.
2. Increase and improve efforts to identify, recruit, enroll, and track the progress of justice-involved individuals receiving direct employment services.
3. Increase the capacity of WDB staff and partners with training to better serve the justice-involved population.
4. Align training opportunities for justice-involved individuals with regional labor market trends and needs.
5. Align and fund services that reduce barriers for accessing employment services and maintaining employment for justice-involved individuals.
6. Provide paid “Earn & Learn” training services that will accelerate career development success and advancement for justice-involved individuals.

Katie asked for questions and/or comments.

Judy Coffey arrived.

Motion to approve the Regional Workforce Plan 2 Year Update Report: Yale Abrams /s/ Keith Dias. All approved (Ananda Sweet, Yale Abrams, Judy Coffey, Susan Cooper, Sara Cummings, Keith Dias, Paul Duranczyk, Nancy Emanuele, Brandy Evans, Kristina Holloway, Stephen Jackson, Scott Kincaid, Chris Knerr, Al Lerma, Anita Maldonado, Jerry Miller, George Steffensen, Steve Stobel, David Tam, Pedro Toledo, and David Wayte). There were no “nay” votes and no abstentions. The motion carried.

VI. Local Workforce Plan 2 Year Update Public Hearing

The WIB was charged by the state to look into how to better serve four target populations: 1) Cal Fresh Recipients, 2) English Language Learners, Refugees, and the Foreign Born, 3) Competitive Integrated Employment for those with Intellectual and/or Development Disabilities, and 4) Child Support Population, particularly Non-Custodial Parents. There was also a general Community Listening Session.

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In our public meetings, trends emerged in needed workforce services:

- Awareness of and Access to Services.
- Systems Integration.
- Streamlined Access to Continuum of Work Services.
- Responsive and Effective Customized Service Plans.
- Fund Development.

This reflects a menu of possibilities for change. Unfortunately not all of these changes can be implanted and the WIB Executive Committee will meet to strategize and provide guidance on where, when and how changes can be implemented.

Stephen Jackson left the meeting.

The Chair opened the Public Hearing and asked for comments. Seeing none, the Chair closed the Public Hearing. Those that have questions or comments after the meeting are encouraged to review the plan at www.sonomawib.org/plan and submit them as directed on the website. The public comment period ends March 12, 2019. Once approved by the WIB, the Regional and Local Plans will be submitted to the Board of Supervisors in April for final approval.

Motion to approve the Local Workforce Plan 2 Year Update Report: Pedro Toledo /s/ Judy Coffey. All approved (Ananda Sweet, Yale Abrams, Judy Coffey, Susan Cooper, Sara Cummings, Keith Dias, Paul Duranczyk, Nancy Emanuele, Brandy Evans, Kristina Holloway, Scott Kincaid, Chris Knerr, Al Lerma, Anita Maldonado, Jerry Miller, George Steffensen, Steve Stobel, David Tam, Pedro Toledo, and David Wayte). There were no “nay” votes and no abstentions. The motion carried.

VII. Member Industry Feedback

The question put to the membership this month for feedback is “Why did you accept your position on the Workforce Investment Board? What did you expect to gain?”

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Government - David Wayte

We are a mandated partner, but also to provide some perspective on how the Department of Rehabilitation provides services to people with disabilities. This opens channels of communication to better the working relationships with other agencies, business and the populations we serve.

Healthcare – Judy Coffey

She has been on the WIB for a long time and enjoys it because Healthcare is so important. People need income and education to have health – and they need health to get an education and to be employed. That includes mental as well as well as physical health. Being on the WIB allows me to watch what is evolving and how much we help individuals. The program does a good job and it is good to see you funnel people through the system into employment.

3,000 people have left the area due to a lack of housing. 67% of most peoples' salaries go to rent. That doesn't leave much money for them to also afford healthcare. Keep up the good work.

Business – Scott Kincaid

The youth service of the WIB is what appealed to him. He liked the idea of trying to bridge the gap between education and employment.

The work that SCOE does in evaluating what youth need to learn for upcoming job opportunities is interesting.

Government and Economic Development - Al Lerma

A strong economy needs strong workforce, and people are the most important assets for that. He feels it is really critical to look at the future workforce and the work of the WIB helps that effort. There is a good cross section of people here and would like to see even more partners and ideas at these meetings.

Labor – George Steffensen

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When the funding for training people in the trade was coming from Obama through the WIB he wanted to participate on the Board to ensure the money was spent correctly and give a voice to the labor perspective.

Healthcare – Pedro Toledo

Petaluma Health Services is a part of the war on poverty. We want people to get out of poverty. Want to provide entry level opportunities. The people they employ go on to Kaiser and other big hospitals and health centers. We like to see them move forward and help the families leave poverty and thrive as a community. He believes in the great work they do to improve communities.

Ananda shared that the group will do a deeper discussion of this subject in May and encouraged Board Members to read through the Board Packet before the next meeting so we are ready to participate in the strategic discussions.

VIII. WIB Dashboard / Board Goals

Jessica led a discussion of the service statistics through the last quarter compared to the previous two years. She noted the Additional Assistance Grant has allowed Job Link to serve a higher percentage of WIOA Dislocated Workers than we would have been able to without it. Forty percent of the customers receiving Training and Supportive Services are in the Construction Industry. The six job fairs planned for 2019 are all themed by industry to make them more efficient.

Questions:

- Why did average hourly wages go down? We need to look at what a good job is.
It depends on the clients enrolled in the program at a given time and what jobs they are training to get.
- Under Supporting Youth Development – Youth Work Experience – do those numbers reflect the youth in the SCYEC Program?

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Yes, this includes the youth in the SCYEC program and the other youth programs. Sarah will look into adding more context and show how many youth are in each of the youth programs.

- Noticed the Job Fair participation is down and the next scheduled fairs are industry specific. Is that a change in strategy?

Yes, it is a strategy that has been put into place. Jessica encouraged members to give her feedback on this and make suggestions regarding the job fair strategy. Several members complimented the current structure of the Dashboard.

Jessica encouraged members to email her if they think of suggestions for the Dashboard Report. Staff wants members to feel informed when making decisions to lead us in our efforts.

IX. WIB Business

A. Fund Transfer Request

Katie explained that staff is requesting a transfer of \$600K of Dislocated Workers funds to the Adult category, as this will allow us to use these funds for more individuals seeking employment with more flexibility.

Motion to approve the Fund Transfer Request of \$600K from Dislocated Worker to Adult Worker fund Category: Chris Knerr /s/ Keith Dias. All approved (Ananda Sweet, Yale Abrams, Judy Coffey, Susan Cooper, Sara Cummings, Keith Dias, Paul Duranczyk, Nancy Emanuele, Brandy Evans, Kristina Holloway, Scott Kincaid, Chris Knerr, Al Lerma, Anita Maldonado, Jerry Miller, George Steffensen, Steve Stobel, David Tam, Pedro Toledo, and David Wayte). There were no “nay” votes and no abstentions. The motion carried.

B. Bylaw Update: Attendance and Proxy

Ananda reported that the WIB Executive Committee recently reviewed the current WIB Attendance Policy. It had allowed any notified absence to count as excused. The

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Executive Committee updated the Attendance Policy and added a proxy requirement. The updated bylaws can be found online at: <https://sonomawib.org/members/> WIB staff will forward the link to the updated bylaws and the new proxy form.

C. Meeting Schedule

Ananda shared that in response to the requests at the last WIB meeting to increase the frequency of WIB Meetings, the WIB Executive Committee has proposed to hold the WIB meetings every other month, starting in May.

Motion to approve changing the frequency of the WIB meetings from quarterly to every other month: Paul Duranczyk /s/ Keith Dias. All approved (Ananda Sweet, Yale Abrams, Judy Coffey, Susan Cooper, Sara Cummings, Keith Dias, Paul Duranczyk, Nancy Emanuele, Brandy Evans, Kristina Holloway, Scott Kincaid, Chris Knerr, Al Lerma, Anita Maldonado, Jerry Miller, George Steffensen, Steve Stobel, David Tam, Pedro Toledo, and David Wayte). There were no “nay” votes and no abstentions. The motion carried.

D. Announcements

- Our Career Pathway Program youth participant Jonae, who worked in the County Fleet Department, was a Dwight Byrdie Youth Scholarship winner for the California Workforce Association Youth @ Work Conference. She gave a speech on her experience at the conference and has secured a permanent position in private industry thanks to the skills she gained in the program.
- Jessica shared the remodel is going well and we plan to reopen Job Link on April 1. She thanked Goodwill for hosting some of the Job Link workshops at their site while our classrooms are under construction.
- Crissy shared that a Request for Proposal has been issued for the One-Stop Operator. If there are multiple applications, she will be recruiting for proposal reviewers for the afternoon of March 26th. If you are interested in participating in the review, please email her or Judy Oates for more information.

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- Chris Knerr and George Steffensen reported on the Sector Strategy Training recently hosted by the WIB. They were positive about the discussion and said apprenticeships were a good business model.
- David Wayte shared that there will be a Transition Fair for families with students with disabilities who are transitioning to adult life on March 5. Please call or email him if you are interested in attending.

IX. Other

- Judy Oates reminded members to complete their 700 forms and on-line Ethics trainings.

X. Adjourn 5:00pm

Next meeting: **May 8, 2019**

Location: **Santa Rosa Room**

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