

Workforce Investment Board

Executive Committee

Minutes of August 14, 2019

Members Present: Ananda Sweet and Robin Bartholow

Members Called In: Ed Barr, Kristyn Byrne, Judy Coffey, Steve Herron, Roy Hurd, and Scott Kincaid

Notified Absent: Stephen Jackson

Staff: Katie Greaves, Cristin Tuidier, Jessica Taylor, and Judy Oates

I. Public Comment

None.

II. Approval of Minutes of July 10, 2019; and Review Action Items

All action items listed in the minutes were completed.

- Staff added Audra Verrier's WIB application to the WIB membership board item going to the Board of Supervisors for approval on September 10.
- Staff reached out to WIB Labor representatives to look for recommendations on a new person to represent Labor.
- Katie reached out to Chris Snyder about his ability to attend WIB meetings. They decided Chris would step down from the WIB at this time as his new work responsibilities include a lot of traveling. He recommended Mike Pickens to be considered for a WIB Labor seat.
- Staff asked the full WIB for recommendations of hospitality representatives to recruit for WIB membership.
- Stephen Jackson reached out to Steve Young at the Hyatt to see if he would be interested in applying to the WIB for membership. He was not interested at this time.

Motion to approve Minutes of July 10, 2019: Steve Herron /s/ Kristyn Byrne. Approved (Ananda Sweet, Ed Barr, Kristyn Byrne, Judy Coffey, Steve Herron, Roy Hurd, Scott Kincaid). There were no "nay" votes. Robin Bartholow abstained. The motion carried.

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III. WIB Business

A. Membership

Kristyn met with Erin Carlson of Sunrise Senior Living and recommends her as a good fit for the WIB.

Motion to approve the Workforce Investment Board membership application for Erin Carlson. Roy Hurd /s/ Robin Bartholow. Approved (Ananda Sweet, Ed Barr, Robin Bartholow, Kristyn Byrne, Judy Coffey, Steve Herron, Roy Hurd, Scott Kincaid). There were no “nay” votes and no abstentions. The motion carried.

The committee reviewed the application received from Michael Pickens of Operating Engineers Local Union #3. He would replace the Labor seat recently vacated by Chris Snyder. Members discussed the options of looking for Labor seats that are not all in the construction field. We also have union/labor positions in healthcare and agriculture for example.

Action: Scott Kincaid will reach out to some of his agriculture contacts about WIB membership.

Motion to approve the Workforce Investment Board membership application for Mike Pickens. Scott Kincaid /s/ Judy Coffey. Approved (Ananda Sweet, Ed Barr, Robin Bartholow, Kristyn Byrne, Judy Coffey, Steve Herron, Roy Hurd, Scott Kincaid). There were no “nay” votes and no abstentions. The motion carried.

B. Attendance Report

The WIB Attendance Report was reviewed. WIB members will be contacted individually regarding any consecutive absences. WIB Executive Committee members were also interested in having a proxy in attendance not count as an absence in the first instance.

The following decisions were made:

- The report will show notified leaves (absences) for members who know they will be out in advance.
- The first notified absence with the proxy in attendance will not count as an absence.
- Proxy attendance should not replace member attendance on a regular basis. Members are strongly encouraged to attend the meetings whenever they can.

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Action: Staff will note any notified leaves as planned absences. The first absence that is covered by the member's proxy will not be counted.

Action: Ananda will reach out to Paul Duranczyk about his absences before the next meeting.

C. Proxy Report

The committee reviewed the current list of submitted proxy forms. It was determined that this report is for the WIB Executive Committee's review and will not be part of the full WIB agenda packet.

D. AB1111

The Breaking Barriers to Employment Initiative (AB1111) provides grant funding to serve target populations who are often not eligible for state and federal workforce programs. The activities that would be provided by this grant funding include basic education and adult education, on-the-job training, and supportive services for target populations. Crissy led a discussion of the proposed projects that several community based organizations (CBOs) would like to partner with the WIB to provide. The CBOs are competing with each other and other agencies all over the state for part of the \$15M available funds. All proposals are due to the state by August 26.

Staff recommends agreeing to enter into MOUs with the proposed CBOs to work with them in a support capacity on their proposed projects with the agencies as their own fiscal lead. We expect only some, if any, of the proposals we be granted funding.

Motion to approve partnering with any of the following CBO's on the AB1111 grant application as long as the program proposals align with the Local/Regional Plans and get priority populations on the path to workforce services, employment, and/or education: The Center for Social and Environmental Stewardship, California Human Development, Centro Laboral de Graton, West County Community Services, Social Advocates for Youth, and Community Action Partnership – Sonoma County. Steve Herron /s/ Robin Bartholow. Approved (Ananda Sweet, Ed Barr, Robin Bartholow, Kristyn Byrne, Judy Coffey, Steve Herron, Roy Hurd, Scott Kincaid). There were no "nay" votes and no abstentions. The motion carried.

E. Spirit of Sonoma Nominations

The Spirit of Sonoma County Award honors those who contribute to the economic development and enhancement of the communities in which they live, work and conduct business. The 2019 lunch event will be held on December 14 at the Flamingo Hotel and Spa.

The Executive committee nominated two candidates for consideration of receiving the award for 2019. The merits of both members were discussed. More information will be gathered by staff on the nominees for discussion and a decision at the September 11 WIB Executive Committee meeting.

F. Youth Monitoring Report

Crissy reviewed the Youth Monitoring results. Conservation Corps North Bay has had a change in leadership so staff will continue to monitor their contract administration.

G. Fall Economic Forecast

The Economic Development Board will be hosting the Fall Economic Forecast on October 11.

Action: Staff will send a copy of the Fall Economic Forecast invitation to the WIB Executive Committee when it is available. Please save the date on your calendar and let Judy Oates know if you would like to attend.

H. NBEC Raising the Bar Workforce Conference

NBEC will be hosting the “Raising the Bar” workforce conference on February 4, 2020, at the Double Tree Hotel and Conference Center in Rohnert Park. WIB Executive Committee members are encouraged to save the date to attend. The America’s Job Center of California (Job Link) will be closed that date so staff members are able to attend.

I. Operations Update

Jessica reported Job Link is close to reaching the caseload maximum on the grant. She has a lot of lot of ideas for development for 2020 trainings and will share more detail on that at the September WIB meeting.

IV. Set September WIB Meeting Agenda

Items for discussion included the following.

- Announcements / Save the Dates

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- NBEC's Raising the Bar Workforce Conference will be held February 4 at the Doubletree Hotel
- The EDB Fall Economic Forecast will be held October 11 at the Doubletree
- Spirit of Sonoma will be held December 13 at the Flamingo Hotel
- Updates
 - Proxies
 - One Stop Operator
 - Dashboard
 - AB1111
- The nominee for the Spirit of Sonoma will be discussed at the WIB Executive Committee meeting.

V. Upcoming WIB Executive Committee Meetings and WIB Meetings

September 11, 2019 Executive Session: 2:00 pm to 2:45 pm Location: Santa Rosa Room
 September 11, 2019 Full Session: 3:00 pm to 5:00 pm Location: Santa Rosa Room

VI. Adjourn

The meeting was adjourned at 5:00 p.m.