

Workforce Investment Board
Executive Committee
Minutes of September 11, 2019

Members Present: Ananda Sweet, Ed Barr, Robin Bartholow, Kristyn Byrne, Judy Coffey, Steve Herron, Roy Hurd^{*}, Stephen Jackson, and Scott Kincaid

Guest: Celia King

Staff: Katie Greaves, Cristin Tuidar, Jessica Taylor, Min Hee Cho, Anthony Hakim, and Judy Oates

I. Public Comment

None.

II. Approval of Minutes of August 14, 2019; and Review Action Items

All action items listed in the minutes were completed.

- Scott reached out to an agricultural contact regarding WIB membership. Scott will approach him again in a few months when harvest ends.
- Clarified that the first absence of a WIB member at a meeting while their proxy attends will still be noted, but will not count towards triggering a phone call for follow up from the WIB Chair.
- Staff invited the WIB Executive Committee to the Fall Economic Forecast.
- Ananda reach out to Paul regarding attendance. He will remain on the board and feels he will be able to improve his attendance.

Motion to approve Minutes of July 10, 2019: Steve Herron /s/ Judy Coffey. Approved (Ananda Sweet, Ed Barr, Robin Bartholow, Kristyn Byrne, Judy Coffey, Steve Herron, Stephen Jackson, and Scott Kincaid). There were no “nay” votes. There were no abstentions. The motion carried.

III. WIB Business

A. Membership

Audra Verrier of Sonoma State University, Erin Carlson of Sunrise Senior Living, Ethan Brown of the Economic Development Board, and Michael Pickens of Operating Engineers Local 3 were

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

approved by the Board of Supervisors at their meeting yesterday.

Please remember the areas of focus for the WIB are Medical, Construction, and Hospitality when you are recruiting new WIB members.

Staff is waiting to hear back from the Steve Stobel's recommendation for his replacement.

Action: Staff will re-send the outreach email to the WIB Executive Committee to use for recruitment.

B. Contract with California Human Development for One Stop Operations

The State requires that the WIB procure for One Stop Operator. We have been under a waiver after our last two failed procurements due to no applicants. Staff reached out to California Human Development (CHD) as the agency acts as one stop operator for Solano County, the City of Galt and San Joaquin County. CHD submitted a concept paper and is interested in serving as operator.

Motion to California Human Development contract to act as the One Stop Operator for Sonoma County Workforce Investment Board for the period November 1, 2019 to June 30, 2021: Steve Herron /s/ Ed Barr. Approved (Ananda Sweet, Ed Barr, Robin Bartholow, Kirstin Byrne, Judy Coffey, Steve Herron, Stephen Jackson, and Scott Kincaid). There were no "nay" votes. No abstentions. The motion carried.

C. Attendance Report

The WIB Attendance Report will be reviewed at the WIB Executive Committee meeting following each full WIB meeting.

D. Proxy Report

The committee reviewed the current list of submitted proxy forms. Members are encouraged but not required to have a proxy.

E. 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. We are partnering with Community Action Partnership Sonoma County (CAPSC), Social Advocates for

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

Youth (SAY), and California Human Development (CHD) on grant applications to provide education, on-the-job training, and supportive services for target populations. The other local Community Based Organizations (CBOs) did not apply. The CBOs are competing with each other and other agencies across the state for part of the \$15M in available funds. Staff will report back when we know what grants are awarded.

F. 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 discussed the two nominated candidates for the award for 2019.

***Roy Hurd joined the meeting**

Motion to elect a first and second place nominee as the Spirit of Sonoma honoree. Scott Kincaid /s/ Robin Bartholow. Approved (Ananda Sweet, Ed Barr, Robin Bartholow, Kirstin Byrne, Judy Coffey, Steve Herron, Roy Hurd, Stephen Jackson, and Scott Kincaid). There were no “nay” votes. No abstentions. The motion carried.

Action: Staff will submit the recommended name with the second as a back-up.

Action: Staff to ensure that the nomination for the Spirit of Sonoma award is announced at the November WIB meeting.

G. Fall Economic Forecast

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

There are currently two WIB seats left to be filled.

Action: Members should reach out to Judy Oates if they would like to attend the Fall Economic Forecast.

H. NBEC Raising the Bar Workforce Conference

NBEC is working with John Baker of the California Workforce Association’s Meeting of the Minds conferences to plan a regional workforce conference. “Raising the Bar” will be held 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.

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

by calling (707) 565-8504.

IV. Upcoming WIB Executive Committee and WIB Meetings

Items for discussion included the following.

- Start a conversation with the group on how to capture the expertise of its members. This would benefit staff and maximize opportunities for grants and trainings. Proxies should be included in this discussion.
- Share the Portrait of a Graduate report from the Sonoma County Office of Education.
- Review the three sectors we want to focus on and not open up for additional initiatives at this time. Identify where the funding opportunities are for each of them.
- Robin shared that she learned from the Community Foundation there are a lot of non-profits that expanded their areas of service and program during and after the fires, and after a few years have passed are having trouble maintaining those expanded services. This happens after a disaster when funding goes away. She would like to make people aware this could happen to our area soon and suggested having Community Foundation do a report on this at a WIB meeting.
- Have a Dashboard 101 at a future WIB meeting for a better understanding of what information is being shared so that members can easily repeat and share the information with others in their industries.
- Crissy shared members can always reach out to her between meetings with questions and/or suggestions.
- Do a deeper data dive into the three industries that the WIB has decided to focus on.

V. Upcoming WIB Executive Committee Meetings and WIB Meetings

October 9, 2019	Executive Session:	4:00 pm to 5:00 pm	Location: Bodega Room
November 13, 2019	Executive Session:	2:00 pm to 2:45 pm	Location: Santa Rosa Room
November 13, 2019	Full Session:	3:00 pm to 5:00 pm	Location: Santa Rosa Room

VI. Adjourn

The meeting was adjourned at 2:45 p.m.

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