

Workforce Investment Board

Executive Committee

Minutes of April 14, 2021

Members Present: Ananda Sweet, Pat Harper for Ed Barr, Robin Bartholow, Steve Herron, Roy Hurd, Stephen Jackson, and Scott Kincaid

Absent: Ed Barr, Judy Coffey, and Michael Pickens

Staff: Katie Greaves, John Paul, Fabiola Garcia Almonaci, Cheryl Beeson, Shaydra Ennis, Katie Stohlmann, Bradley Johnson, Max Brownlee, and Judy Oates

I. Public Comment

None.

II. Approval of Minutes of March 10; and Review Action Items

There were no action items from the last meeting for review.

Katie shared a clarification from Roberts Rules of Order that that it is not necessary to abstain from voting on minutes if you did not attend a meeting. Abstentions should be used when voting on an item where there is a conflict of interest.

Motion to approve Minutes of March 10, 2021: Steve Herron /s/ Scott Kincaid. Approved (Ananda Sweet, Pat Harper for Ed Barr, Robin Bartholow, Steve Herron, Roy Hurd, Stephen Jackson, and Scott Kincaid.) There were no “nay” votes and no abstentions. The motion carried.

III. WIB Business

A. Membership

The committee reviewed three new membership applications and reviewed the membership status of two current members who have changed employers.

Motion to approve Thomas Stuebner of California Human Development as a member of the WIB and forward his application to the Board of Supervisors for approval: Scott Kincaid /s/ Steve Herron. Approved (Ananda Sweet, Pat Harper for Ed Barr, Robin Bartholow, Steve Herron, Roy

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Hurd, Stephen Jackson, and Scott Kincaid.) There were no “nay” votes and no abstentions. The motion carried.

Action: Ananda will reach out to Sara Cummings who recently accepted a position at Oliver’s Market to share the committee request that she remain in a Business Seat. Her proxy, Eric Markson, will need to be replaced with a person who matches the industry she now represents in a timely manner. Ananda will also reach out to Mr. Markson directly about his options of applying for WIB membership, having another member of the Sonoma County Hospitality Association apply to the WIB and become their proxy, or attend the WIB meetings as a guest.

Action: Ananda will reach out to Judy James who recently retired from Kaiser and is a managing partner of James Family Cellars to share the committee request that she remain in a Business Seat. She will also be encouraged to find a proxy for her position.

Action: Staff will draft thank you letters to Jay Shannon of First American Home Warranty and Diane Updyke of BoostUp. Ananda will reach out to both of them to share that the committee is looking for representatives in our priority industries at this time, but they are welcome to attend any of the WIB meetings as they are public meetings.

The committee will ask Judy Coffey for possible healthcare representatives for consideration. Robin suggested Ernesto Olivares of St. Joseph as a possible healthcare representative.

B. Attendance Report

There were no instances of consecutive absences in the report, so there was no action to be taken.

IV. Spirit of Sonoma 2021

The Spirit of Sonoma award ceremonies will be held on May 21 to honor and recognize individuals who contribute to the economic development and enhancement of the communities in which they live, work, and conduct business through donations of their time and expertise in support of local business and in helping others. The committee discussed several members and their qualifications for this award.

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Motion to approve George Steffensen to receive the Spirit of Sonoma award: Steve Herron /s/ Scott Kincaid. Approved (Ananda Sweet, Pat Harper for Ed Barr, Robin Bartholow, Steve Herron, Roy Hurd, Stephen Jackson, Scott Kincaid, and Michael Pickens.) There were no “nay” votes and no abstentions. The motion carried.

Action: Staff will reach out to George Steffensen to inform him he has been chosen to receive the Spirit of Sonoma award and gather information for his bio for the awards ceremony.

V. Operations Update

- English Language Learner Integrated Education Training Grant (ELL IET Grant)
Katie announced that Sonoma County was awarded the ELL IET Grant. These funds will allow Job Link to work with the Santa Rosa Junior College ESL / Basic Construction class students and offer supportive services as needed. The grant amount is just under \$183K will run for 18 months allowing us to work with students in the Fall 2021 and Spring 2022 semesters. Services include coordinating with the 13 employers that have agreed to participate as partners in jobs placement for these students. Special thank you to Shaydra and Katie Stohlmann for all their hard work on this grant.
- Introduce Cheryl Beeson
Cheryl is the new One-Stop Operator through California Human Development replacing Sharona. Cheryl coordinates the One Stop partners and supervises the Job Link Navigation Staff. We have recently expanded our Job Link Navigation Staff using COVID Grant funding. These additional staff will be located in Cloverdale, Guerneville, Petaluma, and Sonoma to facilitate access to our services less central county areas.

Sharona will remain at Job Link but her focus will now be more on workshop creation, building on the virtual workshops that have been offered during COVID.

VI. Local Plan Approval and Public Hearing

Katie and Shaydra presented the 2021 Local and Regional WIOA plans. Highlights included:

- Board of Supervisors to approve Local Plan May 25.
- 30 day public comment ends April 26.
- The Local Plan ties to the Regional Plan, and the Regional Plan ties to the State Plan.

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- The Local Plan has seven goals.
 - Focus on the needs of Business.
 - Spearhead System Alignment, Integration and Coordination.
 - Expand Earn & Learn.
 - Focus on WIOA Priority Populations.
 - Increase and improve services to the Limited English Proficient.
 - Focus on Equity.
 - Continuous System Improvement.

Ananda opened the Public Hearing meeting to allow for public comment on the Local Plan. As there were no public comments she closed the hearing.

Ananda asked the WIB Executive Committee for comments on the plan.

- There was discussion of the amount of people that will be served with this plan. There will be more served with the lighter services and a smaller amount with the more intense services.
- There was a question about if there is anything unique about the plans in the Sonoma plan compared to the other counties of region. Katie shared we are for the most part very similar in our goals with different levels of focus depending on local needs and skill sets.
- The Local Plan looks really good.

Motion to approve the Local Plan: Roy Hurd /s/ Pat Harper. Approved (Ananda Sweet, Pat Harper for Ed Barr, Robin Bartholow, Steve Herron, Roy Hurd, Stephen Jackson, Scott Kincaid, and Michael Pickens.) There were no “nay” votes and no abstentions. The motion carried.

VII. Prepare for WIB Meeting

Suggestions for items to be included in the May agenda that will be set by Katie, Ananda, and Stephen included the following items.

- Do we need to define any of the terms in the Local Plan like “a good job”?
- What parts of the Local Plan are staff goals versus WIB goals? What should the WIB work on implementing?
- At the next May or June meeting can we get an update on the vaccination progress for Sonoma County? What are the challenges they are facing?

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- Ask WIB members how they are doing with their re-openings.
- Economic Development Board employer survey will be ready to share.
- At some point – have a panel from retail do a brief update from their business sector. Just a few minutes and have stores, wineries, etc.
- Gen H housing works towards affordable housing for the workforce and may be a good resource for information at some point.

VIII. Upcoming WIB Executive Committee Meetings and WIB Meetings

May 12, 2021	Executive Session:	2:30 pm to 2:45 pm	Via Zoom Teleconference
May 12, 2021	Full Session:	3:00 pm to 5:00 pm	Via Zoom Teleconference
June 9, 2021	Executive Session:	4:00 pm to 5:00 pm	Via Zoom Teleconference
July 14, 2021	Executive Session:	2:30 pm to 2:45 pm	Via Zoom Teleconference
July 14, 2021	Full Session:	3:00 pm to 5:00 pm	Via Zoom Teleconference

IX. Adjourn

The meeting was adjourned at 5:08 p.m.

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