

Workforce Investment Board

Executive Committee

Minutes of June 9, 2021

- Members Present:** Ananda Sweet, Pat Harper for Ed Barr, Judy Coffey, Steve Herron, Eddie Gilbert for Roy Hurd, Scott Kincaid, and Michael Pickens
- Absent:** Ed Barr, Robin Bartholow, Roy Hurd, and Stephen Jackson
- Other Attendees:** Celia King
- Staff:** Katie Greaves, Fabiola Garcia Almonaci, Max Brownlee, and Judy Oates

I. Public Comment

None.

II. Approval of Minutes of April 14; and Review Action Items

There was no May WIB Executive Committee Meeting.

All action items from the April meeting were completed.

Motion to approve Minutes of April 14, 2021: Scott Kincaid /s/ Judy Coffey. Approved (Ananda Sweet, Pat Harper for Ed Barr, Judy Coffey, Steve Herron, Eddie Gilbert for Roy Hurd, Scott Kincaid, and Michael Pickens.) There were no “nay” votes and no abstentions. The motion carried.

III. WIB Business

A. Membership

Thomas Stuebner of California Human Development was approved by the Board of Supervisors for WIB membership on June 8 and will attend the July WIB.

The committee reviewed and reviewed the membership status of two current members, one is now employed in Marin County, the other is seeking employment. Will follow up on both at the next WIB Executive Committee meeting.

Action: Staff will request an employer update on the member changing jobs for the next WIB Executive Committee meeting.

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Action: Staff will check the by-laws to see if a member can be in our region or needs to be in our County.

George Steffensen was recognized for his service on the WIB and to the community at the Spirit of Sonoma at Spring Lake in May.

B. Attendance Report

There were no instances of consecutive absences in the report that had not already been addressed so there was no action to be taken.

Judy Coffey shared that her time working with the county's COVID response is ending soon so she will be able to attend more regularly.

The Clerk of the Board asked if the WIB is planning to return to in person meetings immediately. Discussed and decided the WIB will continue to meet via Zoom for now to ensure that when we return it will be at a point we no longer need to wear a mask and that numbers are stable so that the orders will not change.

IV. Operations Update

- The State officially reopens on June 15 and our offices will return to offering services 8:00 am to 5:00 pm. The County will continue to have staff and clients wear masks and social distance until Cal OSHA and the county update their rules.
- Shared the orientation information video created by the Economic Development Board fellows, Max and Brad, for Prison To Employment clients in jail. It provides information about opportunities for referral to Job Link services.
- Katie shared that California Human Development is working on outlying area navigators to Healdsburg, Coverdale, Guerneville Petaluma. Staff at the Sonoma County Libraries are also educated in our services. These positions will be able to help direct people to the services offered at Job Link.
- Job Link is working in a hybrid environment with staff working part time in the office and part time telework based on customer need. We are continuing virtual services where possible and it is best for our customers.

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V. Prepare for WIB Meeting

- Discussed the results of the WIB priorities poll and how to focus on Local Plan goals the WIB should take an active role to support. The top three results from the poll were: 1) Initiatives serving priority populations, 2) Focus on Equity, and 3) Expand Earn and Learn. Would like discussion on how to operationalize two of these items for the July meeting and one at the September meeting.
- For the presentation:
 - Give a reminder of some of the programs available through these areas and clarify what everyone meant when choosing these options for what we wanted to achieve in the next two years.
 - Keep the discussions more multiple choice when talking to the group to find actionable things rather than open discussion so we can set goals. Give multiple examples of what types of actions are possible for each goal to ensure all are clear and what we can do to accomplish each and how WIB members can participate.
 - Initiatives Serving Priority Populations examples
 - Look at the current initiative for priority populations.
 - establish several sub goals, e.g. increasing number of homeless individuals enrolled and employed at exit, use WIB meetings to regularly communicate about what Job Link is doing to accomplish this and progress toward goal. Program to seek out WIB involvement periodically and strategically.
 - The unhoused.
 - Work with more board members to strategically get support to carry out these initiatives.
 - Focus on Equity examples
 - Define Equity in terms of the WIB programs, and DEI (Diversity/Equity/Inclusion) and decide which term we want to use for the work going forward.
 - Start with CWDB definition of equity within High Road framework and how Job Link can operationalize that locally. *Equity - building economic opportunity and mobility for those who have been marginalized, disadvantaged, and/or denied opportunity.*

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- Let the group help edit for use in terms of the WIB and its program and vote on it.
 - Does the WIB’s policies and procedures aligned with this?
 - Does the WIB want to go further?
 - What is the WIB’s definition of a “good job” and how should this be operationalized in program operations?
 - Does the WIB have enough diversity?
- Presentation on Equity by Alegria De La Cruz
Have the Director of the Sonoma County Office of Equity present on equity and what it means for businesses and service providers.

Action: Staff will create an equity statement for editing by the WIB.

- Expand Earn and Learn examples
 - Select an area or two of focus, e.g. goal for OJT and/or develop one new apprenticeship types like hotel management or janitorial
 - Create a committee of the WIB around expanded programs
 - Set goals like bimonthly report outs from staff
- Add a Grant Watch Update Item
We need funding to accomplish things and that can steer the priorities. Funding works like a call to action.
- Review Industry Criteria
At the March 2021 meeting the WIB approved a *Temporary Suspension of Industry Criteria for Training Funds* with a request to revisit the criterial at the July 14, 2021 meeting for possible restoration or revision of the training funds policy in the new fiscal year looking at what industries would be the WIB’s priority.
- Industry Panelist Presentation
Look at a discussion panel about the changes and challenges businesses are seeing as we are coming out of the pandemic. How did the government money some received help them?
Updates from industries that reported to the WIB at the beginning of the pandemic including restaurants, tasting rooms, hotels, and other industries. We could even do quick Zoom report outs and not full presentations.

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Action: Staff will email the WIB Executive Committee information about the high Road Framework and a few examples of High Road Training Partnerships from around California.

VI. Upcoming WIB Executive Committee Meetings and WIB Meetings

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
August 11, 2021	Executive Session:	4:00 pm to 5:00 pm	Via Zoom Teleconference
September 8, 2021	Executive Session:	2:30 pm to 2:45 pm	Via Zoom Teleconference
September 8, 2021	Full Session:	3:00 pm to 5:00 pm	Via Zoom Teleconference

VII. Adjourn

The meeting was adjourned at 4:55 p.m.

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