

**Workforce Investment Board**

**Executive Committee**

**DRAFT Minutes of June 8, 2022**

**Members Present:** Stephen Jackson, Steve Herron\*, Roy Hurd, Michael Pickens and Ananda Sweet

**Members Absent:** Robin Bartholow, Judy Coffey, and Scott Kincaid

**Other Attendees:** Celia King

**WIB Staff:** Katie Greaves, Nina Cheek, Lydia Lopez, John Paul, Katie Stohlmann, and Judy Oates

\* Indicates members who arrive late or leave a meeting early.

**I. Public Comment**

None.

**II. Approval of Minutes of May 11; and Review Action Items**

**Motion to approve Minutes of May 11, 2022: Ananda Sweet /s/ Roy Hurd.** Approved (Stephen Jackson, Roy Hurd, Michael Pickens, and Ananda Sweet.) There were no “nay” votes and no abstentions. The motion carried.

**III. WIB Business**

**A. Membership**

Reviewed the application for Alena Wall from Kaiser noting her qualifications and that Judy Coffey recommended her for membership.

**Motion to approve Alena Wall’s WIB member applications and forward the item to the Board of Supervisors for approval: Ananda Sweet /s/ Roy Hurd.** Approved (Stephen Jackson, Steve Herron, Roy Hurd, Michael Pickens, and Ananda Sweet.) There were no “nay” votes and no abstentions. The motion carried.

Members Robin Bartholow, Steve Herrington, and Thomas Stuebner will be renewed at the June 13 Board of Supervisors meeting.

**B. Attendance**

Reviewed the attendance report. There were no issues with reoccurring absences.

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### C. Chair-Elect

Stephen reported that candidate Brandy Evens is interested in serving as the WIB Chair-Elect. Discussed if there were any conflict issues due to her position at Goodwill. Staff advised there was not as she would be required to recuse herself from discussions or votes if/when a conflict should arise, just as she does as a member. A back up facilitator could be used in the case of a conflict or perception of a conflict if/when needed. Brandy's new position will be announced at the July WIB meeting.

### D. WIB Bylaws Update

Katie led the group through updates to the bylaws. The change reverts to the previous verbiage and removes the option of a proxy to attend and/or vote in place of a committee member.

**Motion to approve the WIB Bylaws as amended, removing verbiage allowing for member proxies that could attend and vote in place of that member: Steve Herron /s/ Ananda Sweet.**

Approved (Stephen Jackson, Steve Herron, Roy Hurd, Michael Pickens, and Ananda Sweet.) There were no "nay" votes and no abstentions. The motion carried. Approved (Stephen Jackson, Steve Herron, Roy Hurd, Michael Pickens, and Ananda Sweet.) There were no "nay" votes and no abstentions. The motion carried.

## IV. Review of Industry Criteria for Training Funds

Katie shared the history of criteria changes from 2019 that included restricting funds to specific industries and then amendments to those restrictions.

- *May 2019* Prioritized Health Care, Hospitality and Construction based on specific criteria.
- *May 2020* Added criteria related to COVID such as layoff aversion and public health.
- *March 2021* Temporarily suspended priority industry criteria through July 2022 and requested regular reporting to the WIB on clients served and expenditures.

Reviewed pre-COVID and current traffic levels at Job Link and the trends we are seeing in job placements, job postings, skills that employers are requesting, and what occupations gaps we are projecting over the next ten years. *If anyone has any questions regarding the graphs/data*

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*presented in the PowerPoint today, please don't hesitate to reach out to Nina at [nina.cheek@sonoma-county.org](mailto:nina.cheek@sonoma-county.org).*

At the July WIB meeting the committee will be asked if there should be a change to the current criteria for training funds. Options that can be recommended include:

- Continues as is.
- Return to prioritized industries.
- Establish new criteria.
- Some combination of these options.

Members asked if staff has a recommendation. Staff shared the following suggestions:

- Continue as is allowing staff to support as many people as possible in response to the economic recovery from COVID.
- At some point it could be beneficial to use a small amount of the funds more strategically for demand side needs.
- Do more industry focus versus restriction to only support certain industries.

Member discussion included the following comments:

- It would be helpful to have hospitality businesses work together to find a way to fund and organize training for the type of staff they need.
- Like the idea of keeping the criteria open at this time and look at making some changes in the future, including creating a slice of the funding for strategic use.
- DEIB training may spur additional conversation on this at a later date.
- Things still feel uncertain now, it may not be time for change yet.

***Recommendation from the WIB Executive Committee to the WIB for consideration:*** Remove all restrictions on the training funds until further notice, allowing for staff to set aside a minority amount of the funding for strategic use as they deem appropriate. When staff or the board come to a consensus that adding criteria would be helpful, the item will be brought back to the WIB for review.

## **V. DEIB Training Committee Update**

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Steven shared the committee interviewed two agencies and recommend using Be The Change. They have more experience with workforce boards and offer some shorter trainings the group feels would best support our needs.

Training goals include:

- Shared understanding of key racial equity concepts that affect workforce.
- Build an awareness of distinction of institutional, structural, interpersonal and individual racism.
- Equip the board with an understanding of method to create change.
- Develop skills and competencies for sensitively and productively engaging in discussions of race and racism

There are three workshops Be The Change (BTC) recommends.

- Diversity, Equity, Inclusion and Belonging 101
- Understanding Bias and Microaggressions in the Workforce
- Antiracist Approaches to Government

The DEIB Training Committee recommends extending the September WIB meeting for the first training. Then have a two-and-a-half-hour training in October. The final training could be done as an extended WIB meeting in November.

Thank you to the committee for their work in doing this research and making these recommendations. Members included Tracey Fiek, Erin Carlson, David Wayte, Stephen Jackson, and staff Michelle Revecho and Judy Oates.

*Q. When this is presented to the WIB, will it be clear this is a mandatory training for all members if the majority votes to accept it? Do we feel there is a risk of non-attendance?*

A. Yes, it will be considered mandatory and if people cannot attend they will be expected to watch a recorded version of the training.

Katie shared that several staff members have attending training from BTC and they do a good job with training over zoom.

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*Q. Does this training come with a certification that individuals will receive? This could be used as an inducement to participate.*

A. Yes, there is a certificate of completion.

This DEIB training recommendation will go to the WIB in July for approval.

## **VI. Prepare for July WIB Meeting**

Items to be on the agenda include the following:

- Gold Resolutions
- Job Link Operations – includes regional update, dashboard, and quarterly update reports
- Review of Industry Criteria for Training Funds
- Apprenticeship Committee Report
- Childcare Ballot Measure Presentation by Ananda
- DEIB Training Update including proposed date and trainer

It was recommended that the stats and criteria slides be shown again at a future board meeting along with an overview of all the services offered by Job Link as a reminder to member of all the programs and services that are available. Lydia shared that the One Stop navigators had done overview presentations at the satellite offices and that had been successful in attracting additional job seekers and employers to seek out services at the One Stop.

Lydia was recognized for this being her last meeting as the One Stop Operator. Katie and John shared their appreciation of her and her team’s work. Lydia shared they appreciated the opportunity to work with the WIB.

## **VII. Upcoming WIB Executive Committee Meetings and WIB Meetings**

July 13, 2022	Executive Session:	2:30 pm to 2:45 pm	Via Zoom Teleconference
July 13, 2022	Full Session:	3:00 pm to 5:00 pm	Via Zoom Teleconference
August 10, 2022	Executive Session:	4:00 pm to 5:00 pm	Via Zoom Teleconference
September 14, 2022	Executive Session:	2:30 pm to 2:45 pm	Via Zoom Teleconference
September 14, 2022	Full Session:	3:00 pm to 5:00 pm	Via Zoom Teleconference

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**VIII. Adjourn**

The meeting was adjourned at 5:04 p.m.

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