

Sonoma County Workforce Investment Board

Minutes of May 11, 2022

Members Present: Stephen Jackson, Ethan Brown, Erin Carlson, Susan Cooper, Brad Davis, Keith Dias, Paul Duranczyk, Nancy Emanuele, Brandy Evans, Steve Herrington, Steve Herron, Kristina Holloway, Judy James, Scott Kincaid, Chris Knerr, Anita Maldonado*, Ken Sprague, George Steffensen, Thomas Stuebner, Ananda Sweet, David Tam, David Wayte, and Becky Sandoval for Audra Verrier

Absent: Audra Verrier, Robin Bartholow, Judy Coffey, Roy Hurd, John McEntagart Michael Pickens, and Pedro Toledo

Other Attendees: Tracy Feick, Celia King, and Angel Minor

Staff: Katie Greaves, Fabiola Garcia Almonaci, Nina Cheek, Tiffany Hill, Sarah Lewis-Crow, Lydia Lopez, John Paul, Michelle Revecho, Katie Stohlmann, Chris Willover, and Judy Oates

***Attendees with asterisks arrived late or departed early.**

I. Introductions and Public Comment

None.

II. Approve Minutes of March 9, 2022

Reviewed the minutes and action items of March 9, 2022.

Motion to approve the March 9, 2022 minutes: Ananda Sweet /s/ Keith Dias. (Stephen Jackson, Ethan Brown, Erin Carlson, Susan Cooper, Brad Davis, Keith Dias, Paul Duranczyk, Nancy Emanuele, Brandy Evans, Steve Herrington, Steve Herron, Judy James, Scott Kincaid, Chris Knerr, Ken Sprague, George Steffensen, Thomas Stuebner, Ananda Sweet, David Tam, and David Wayte). There were no “nay” votes. Kristina Holloway and Becky Sandoval for Audra Verrier abstained. The motion carried.

III. Announcements

Thomas Stuebner was sorry to announce California Human Development (CHD) has issued a layoff notice for two of their programs, Substance Recovery Services and

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Disability Services. Both are closing due at the end of June due to financial reasons. Clients will be transitioned to other community services. Administrative staff for those programs will remain shortly past that time to complete wrap up of the programs.

Scott Kincaid congratulated Michelle Revecho on winning the North Bay Business Journal's 40 Under 40 award for 2022. *Great job Michelle!*

Anita joined.

IV. Job Link Operations

Katie shared regional updates. Staff submitted a grant proposal in Partnership with Economic Development Board (EDB) and the Sonoma/Mendocino Economic Development District (SMEDD) for the *Good Jobs Challenge*, and we are currently waiting for them to announce who they select to receive grants.

Staff submitted an application in partnership with other six other North Bay WIBs for a *Regional Equity Recovery Program Grant* for 1.2M over three years. The intent is to partner with community college system to drive more job seekers into various certificate and credentialing programs. There is a strong focus on the child development credential as a way to leverage and extend our reach on the apprenticeship proposal that was recently submitted by Santa Rosa Junior College hoping we can fully resource the support to individuals going into the child development field. The other area we focused on is advanced manufacturing or machine tool technology. The plan would be to funnel these grant funds into supportive services for students in this field to enable them to succeed when facing life hardships that might otherwise cause them to not be able to complete the program. When we hear back from the state we will share the update.

Solano County received a grant from the state workforce board to partner with skilled nursing facilities working with certified nursing assistants to offer micro-credentials for incremental growth along the career pathway to Licensed Vocational Nurse. These credentials would allow for increased wages. The grant will allow the local WIBs and One Stops to enroll these individuals as incumbent workers to allow us to support those

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earning the micro-credentials. For any of those involved with skilled nursing facilities please feel free to reach out to Katie who will connect you to the program at our One-Stop. Solano is the grantee but they want to work with us and any interested individuals.

Lydia, the One Stop Operator shared this is her last meeting with the WIB as CHD will not be continuing their contacts as the One Stop Operator of Job Link. She thanked the group for the opportunity to work as the Job Link One Stop. At this time they are working on the following items.

- Transition the work of the One Stop and their notes to Paul and Michelle.
- Contact information for the Job Link partners is being handed off to staff.
- They plan to continue providing services at the five satellite locations through the end of June.
- Plan to share information on three additional organizations that are interested in having resource navigators at their sites with Michelle/John.

Stephen thanked Lydia and her team for their work and initiative expanding services across the county, and John echoed his appreciation stating he will endeavor to have a seamless transition of their projects.

John shared about the youth program. There is programming that will give work experience opportunities and learning opportunities for about 32 young people. Some of the work sites hosting this summer will be Sonoma County Water Agency, Ag and Open Space, City of Santa Rosa, and Stewards of the Coast and Redwoods. There will also be events including the Kick Off Event, Bite of Reality, and the Opportunities Fair. He shared two stories from last year's participants. Two went on to get internships with the Parks and Recreation Department that have turned into positions as grounds and maintenance workers. It is exciting to see the progression of young people through the programs and landing real jobs. Another announcement is that we are now going to be able to provide an opportunity to have internships here at Job Link and provide work experience to youth in our program here while they provide support for the work we do.

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We have finished up interviewing for three vacant Employment & Training Counselor positions to help support our work with the increased traffic and requests for services such as financial aid for educational for programs like clinical medical assistance and the construction management. We have also hired a Business Services Coordinator to assist with other projects such as the increase in the request form employers interested in On the Job Training programs.

We have now had two mock interview days staffed by volunteers in the community, many are from the Rotary Club that Steve Herron introduced to Job Link. This has been a monthly activity for some clients. There has been a lot of positive feedback from customers, job counselors, and the volunteers. Several clients have given credit to receiving their job offers to this experience.

Q. Where is the pool of young talent coming from for the summer programs and internships?

A. For recruiting efforts we partner with Social Advocates for Youth who works with youth so they get case management services and then are referred to us for work experiences opportunities. We also work closely with the county's Family, Youth and Children division that runs foster care programming, as well as a few other agencies.

V. Regional Workforce Industry and Analytical Services Report on the Impacts of COVID

Dr. Robert Eyler shared slides and reported on the affects of COVID on the regional workforce. This included industries, workers, and the following subpopulations of the North Bay: low-wage workers, Black, Indigenous and other People of Color (BIPOC) communities, and microanalyses at the neighborhood level. This information was provided to assist members in understanding challenges and opportunities for workforce development post-pandemic.

VI. WIB Proxies

Katie shared that in response to low attendance of some WIB meetings in previous years the WIB has taken two actions. The first is the Executive Committee has been reviewing member attendance and reaching out to individuals that missed multiple meetings. The

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second is asking members to appoint a proxy to attend in their place if they had to miss a meeting to ensure representation of their industry.

Due to new requirements proxies are no longer allowed to vote in place of a member, which leaves us with two options. The first is to appoint an “alternate member” for each member. Alternates would need to be approved by the Board of Supervisors and complete the same Conflict of Interest reporting and Ethics Training requirements as WIB members. The second option would be to remove the proxy option from the bylaws. This would mean members would need to ask someone to attend in their place to give voice for their industry and take notes, but would not be able to vote on the member’s behalf. Questions and comments included the following:

- *Do we know if these meetings will be able to continue meeting remotely and if that remote meets Brown Act requirements?* That is decided by the Board of Supervisors and we do not know what the requirements to continue to meet remotely will be in the future.
- *What do other WIB boards do requiring proxies?* It was noted the boards we work with do not have voting proxies.
- Confirmed those attending in place of a member would be a “return to the past” and those persons would be members of the public, unable to vote, and not required to do conflict of interest forms and take ethics training.
- Most members are committed to attend the six WIB meetings each year, and there has been a reduction of absences at meetings.
- Noted concern that non-official representatives will not count against a quorum when voting.

Motion to approve removing proxies from the WIB bylaws at this time, to be revisited with discussion of alternate members if member attendance becomes an issue at a future date. Ethan Brown /s/ Scott Kincaid. (Stephen Jackson, Ethan Brown, Erin Carlson, Susan Cooper, Brad Davis, Keith Dias, Paul Duranczyk, Nancy Emanuele, Brandy Evans, Steve Herrington, Steve Herron, Kristina Holloway, Judy James, Scott Kincaid, Chris Knerr, Anita Maldonado*, Ken Sprague, George Steffensen, Thomas Stuebner,

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Ananda Sweet, David Tam, David Wayte, and Becky Sandoval for Audra Verrier). There were no “nay” votes and no abstentions Becky Sandoval for Audra Verrier, Kristina Holloway, . The motion carried.

It was recommended that staff send a thank you note be sent to all the proxies that have supported the efforts of the WIB.

VII. Diversity, Equity, Inclusion, Belonging (DEIB)

Michelle reported on the work of the ad hoc WIB DEIB Training Planning group.

- Two possible trainers have been interviewed by the group.
- The group meets again on May 18 to review notes from the interviews against the identified goals and objectives of the WIB for this first training as a starting point for the board with the multiple levels of understanding/training they currently have.
- Training will be scheduled for August or later this year.

VIII. Adjourn 4:58 pm

Next meeting: **July 13, 2022 via Zoom**