



WORKFORCE ALLIANCE
OF THE NORTH BAY
DRIVING WORKFORCE TALENT

MEETING MINUTES Marin Advisory Subcommittee Meeting Agenda

Wednesday, December 19, 2018

8:00 – 9:30 am

Marin Office of Education
Community Room
1111 Las Gallinas
San Rafael, CA 94903

CALL TO ORDER

- I Jack Buckhorn, called the meeting to order at 8:17 a.m.
- Members Present: Jack Buckhorn, Melissa Cadet, Robert Eyler, Andrea Lackey, Ken Lippi, Mary Ann Perrine, Beth Pratt, Cecilia Zamora
- Members Absent: Susie Byrne, Keith Dias, Matt Egan, Kelley Hartman, Joan Prigian, Bill Scott, Hunter Stern, Mary Kay Sweeney, Joanne Webster, Rick Wells
- Workforce Alliance Staff Present: Executive Director, Bruce Wilson; Angela Cooper, Dan Daniels
- Guests: Gloria Dunn-Violin, Devin Castles, Elece Hempel PPS, Caren Cuneo, CareerPoint MARIN, Cynthia Gunselman; Marin Employment Counselor, Jesse Madsen; Marin County Office of Education
- Public comment: None

CONSENT CALENDAR

These matters typically include routine financial or administrative **action items** requiring a vote. Any item will be discussed separately at the request of any person. Items are approved with one single motion.

- II Buckhorn opened the Consent Calendar for discussion.
- A. Approval for September 19, 2018 Minutes (Attachment A) (**Action**)
- Quorum not met to approve minutes or agenda items.

REGULAR CALENDAR

- III Buckhorn opened the Regular Calendar for discussion.
- A. Review and Accept 1st CareerPoint Dashboard Report (**Action**) (Attachment B)
- Executive Director Bruce Wilson reviewed report. By law, 30% needs to go directly to the training. Currently at 9%. Obligations were reflected. Wilson reminded it is the law to spend the money, but state doesn't care about obligation, they want to see spend. Wilson reminded board to review prior to meeting and come with questions for service providers.

Elece Hempel and Devin Castles, Petaluma People Services presented Youth Services report including the barrier of getting connected to out-of-school youth. End of November, 5 more enrolled (report reflects 3). Continuing to build partnerships to improve referrals.

Buckhorn questioned the low participant rate and expressed concerns about the budget. Wilson responded by advising board to watch expenditure rate. Any unspent funds are returned to the state. Also, this reporting is from September. Due the meeting date, up-to-date data is not available by the meeting dates. Wilson will ask the board to change calendar to it aligns with the report. Reminded program is managed on regional basis with the goal of helping youth.

- B. Local Strategic Plan Modification (Action)
Wilson did not have an update on the plan development.

Note: Current local strategic plan is available for review at:
<http://workforcealliancenorthernbay.org/policy-documents/>

INFORMATION / DISCUSSION ITEMS

- IV
 - A. Innovation Fund Awardee (Presentation)
Rob Eyler provided an overview of the Marin Economic Forum Workforce Development Project. They focused on two industries: applied business technology and hospitality. Wilson reported the next steps including recommended
 - B. Presenter Gloria Dunn-Violin discussed the Post-retirement workforce. Marin has a community over 60 that is local and available to work but needs help to open door to employment. Solutions include job share with people that have kids and need flex hours.
 - C. AB 1234 Ethics Training Requirement
Wilson reminded the group to complete the training.
 - D. Mission Moment (Presentation)
Presentation from Petaluma People Services

MEMBER / DIRECTOR REPORTS

- V
 - A. Member

Cynthia Gunselman reported that CareerPoint MARIN was successful in securing a contract for the Tech For Life computer classes and start January 7th.

Ken Lippi reported he is starting construction Marin, its currently operating in Sonoma. Jobs available for youth post high school, full or part time. The cohort is for 20 but have received 28 apps and is funded by Ghilotti Brothers. Must be available one evening week and Saturdays. They will receive certificates in power tools, jobs safety, and fork lift certification. He is aligning with TIP program.

Cecilia Zamora shared with the group she doesn't receive any outreach regarding the Hispanic community and reminded everyone to contact her for help.

Beth Pratt announced the Connell Alliance, a pilot project. Also, worked with CareerPoint MARIN. The cohorts graduate in December.

Jack Buckhorn is working on and all Spanish cohort is the goal for next year as well as all female cohort. He is currently on the 9th cohort.

B. Director

Wilson announced David Zwicky's resignation. Next quarter he wants to address membership and reminded all to nominate people for the board.

ADJOURN

VI Buckhorn adjourned meeting at 9:57 a.m.