



REGIONAL WORKFORCE DEVELOPMENT BOARD MEETING AGENDA

Thursday, December 10, 2020

10:00 AM – 12:00 PM

WANB Administrative Office

1546 First Street, Second Floor, Napa

Call-in number: +1 669 900 9128, Meeting ID: 964 1752 7421 Password: 504408

CALL TO ORDER

- | | |
|----|--|
| I. | <ul style="list-style-type: none"> A. Welcome, Introductions, Agenda Review B. Public Comment C. Chair Update – Jeri Hansen D. Members Update E. Executive Director Update – Bruce Wilson <ul style="list-style-type: none"> 1. Staffing Update 2. Request for Proposals for WIOA services 3. EARN Network 4. 501c3 information 5. Social Media - 100% Board Participation Goal |
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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 member. Items are approved with one single motion.

- | | |
|-----|--|
| II. | <ul style="list-style-type: none"> A. Approval of June 11, 2020 Meeting Minutes [Attachment II.A] B. Ratify WANB Agreements [Board Letter II.B] C. Ratify / Approve Appointment of Subcommittee Members [Board Letter II.C] [Attachment II.C] D. Master Meeting Calendar [Attachment II.D] |
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REGULAR CALENDAR / DISCUSSION

- | | |
|------|---|
| III. | <ul style="list-style-type: none"> A. Ratify / Accept PY20/21 1st Quarter Program Reports (Action) [Board Letter III.A] [Attachment III.A] B. Training Obligations Report [Board Letter III.B] [Attachment III.B] C. EMSI Presentation [Board Letter III.C] D. Board Chair and Vice Chair Nominations & Election (Action) [Board Letter III.D][Attachment III.D] |
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ADJOURN

- | | |
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| IV. | <ul style="list-style-type: none"> A. Adjourn |
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REGIONAL WORKFORCE DEVELOPMENT BOARD MEETING MINUTES

Thursday, June 11, 2020

10:00 AM – 12:00 PM

WANB Administrative Office

1546 First Street, Second Floor, Napa

Call-in number: +1 669 900 9128, Meeting ID: 732 709 1333 Password: 330750

CALL TO ORDER

- | | |
|-----------|--|
| I. | <p>A. Welcome, Introductions, Agenda Review
Chair Hansen called the meeting to order at 10:02 AM.</p> <p>Present: Chair Jeri Hansen, Susan Byrne, David Tam, Lene Vinding, Paul Hicks, Robert Eyler, Annette Lee, Christy Smith, Paul Castro, Frank Cuneo, Ken Lippi, Geovanni Flores, Joanne Webster, Mo Mulheren, Amar Inalsingh, Vin Smith, David Wayte, Cecilia Zamora.</p> <p>Workforce Alliance Staff: Executive Director Bruce Wilson, Fiscal Officer Tylor Swain, Operations Officer Laura Davis, Business Outreach Stacey Caico, Workforce Development Analyst Sylwia Palczewska.</p> <p>B. Public Comment
None.</p> <p>C. Chair Update – Jeri Hansen</p> <p>D. Executive Director Update – Bruce Wilson</p> <ol style="list-style-type: none"> 1. Form 700 Reminders 2. Finance Department Update 3. May 2020 Advisory Committee Meetings Summary |
|-----------|--|

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 member. Items are approved with one single motion.

- | | |
|------------|---|
| II. | <p>A. December 12, 2019 Meeting Minutes [Attachment II.A]</p> <p>B. Ratify WANB Agreements [Board Letter II.B]</p> <p>C. Ratify / Approve Appointment of Subcommittee Nominations [Board Letter II.C]</p> <p>D. Ratify/Accept the following State, Private and Grant Allocations to the WANB [Board Letter II.D]</p> <p>Motion made to approve items II.A, II.C, and II.D
M/S: Rob Eyler / Frank Cuneo
Abstentions: Joanne Webster, Vin Smith, David Wayte, Mo Mulheren.
Passed unanimously.</p> <p>Motion made to approve items II.B
M/S: Paul Castro / Paul Hicks
Passed unanimously.</p> |
|------------|---|

REGULAR CALENDAR / DISCUSSION

III.	<p>A. COVID 19 and Career Center Updates – Staff presented latest information and activities associated with COVID 19 Response: [Walk-in]</p> <ul style="list-style-type: none"> a. Latest unemployment data for WANB counties b. Rapid Response Activity Update c. Status of Career Center Operations and projected physical reopening of centers. <p>B. Youth Ecological Restoration Program – Staff presented an update on partnership discussions with ecological restoration Industry [Attachment III.B]</p> <p>C. Approval to support the following workforce development legislative initiatives and direct Executive Director to submit letter of support. (Action) [Attachment III.C]</p> <p>Motion made to approve requested action M/S: Joanne Webster / Lene Vinding Passed unanimously.</p>
A D J O U R N	
IV.	<p>A. Adjourn</p> <p>The meeting was adjourned at 11:59 AM.</p>

BOARD LETTER II.B



TO: REGIONAL WORKFORCE DEVELOPMENT BOARD
FROM: STAFF
SUBJECT: BOARD LETTER II.B – RATIFY APPROVAL OF WORKFORCE ALLIANCE AGREEMENTS
DATE: DECEMBER. 10, 2020
CC: FILE

JPA staff solicits Regional Workforce Development Board ratification for the following agreements and amendments enacted by the Executive Committee and Governing Board.:

CONTRACTOR	NEW/ AMENDMENT	AMOUNT	COMMENTS
Marin County Health and Human Services	Amendment #2	\$778,731	Provision of supportive services for the Underserved COVID-19 impacted Individuals and Employment Recovery National Dislocated Worker Grant funds.
MPIC, Inc.	Amendment #6	\$1,759,185	Provision of Prison to Employment program services Mendocino County and provides supportive services for the Underserved COVID-19 impacted Individuals and Employment Recovery National Dislocated Worker Grant funds for both Lake and Mendocino Counties.
Napa County Health and Human Services	Amendment #3	\$781,305	Provision of supportive services for the Underserved COVID-19 impacted Individuals and Employment Recovery National Dislocated Worker Grant funds.
MPIC, Inc.	Amendment #7	\$1,585,879	Provision of WIOA Adult, and Dislocated Worker services and One-Stop Operator in Lake and Mendocino Counties for program year 2019-2020. Not to exceed \$1,585,879.
MPIC, Inc.	Amendment #2	\$685,005	Provision of WIOA youth services in Lake and Mendocino Counties for Program Year 2020-2021. Not to exceed \$685,005.
MPIC, Inc.	Amendment #2	120,418	Provision of Business Engagement Representative Loaned Employee from MPIC.
Marin County Health and Human Services	Amendment #3	\$871,969	Provision of WIOA Adult, and Dislocated Worker services and One-Stop Operator in Marin County for program year 2020-2021.
Napa County Health and Human Services	Amendment #4	\$760,972	Provision of WIOA Adult, Dislocated Worker, Youth services and One-Stop Operator in Napa County for program year 2020-2021.
Petaluma People Services Center	Amendment #3	\$179,754	Provision of WIOA youth services in Marin County for Program Year 2020-2021.

BOARD LETTER II.B

CliftonLarsonAllen LLP	Amendment #3	\$16,000	Required annual single audit services for the Workforce Alliance of the North Bay. Not to exceed \$16,000
Economic Modeling, LLC of Moscow, Idaho (“Emsi”).	Amendment #1	\$10,000	Provision of three licenses to access this labor market tool. This tool provides current labor market information, business profile data, job posting analytics and wage compensation data which our staff use to assist businesses in the region making data driven decisions.
County of Sonoma Human Service Department	New	\$14,550	Revenue Agreement for Regional Planning Implementation Services, to create change systems to align with new virtual system of services. (RPI 2.0)
County of Sonoma Human Service Department	New	\$70,000	Revenue Agreement for Regional Planning Implementation Services to create an implementation plan for the development of a cohort training program. (RPI 3.0)
CommunityPro Suite	New	None MOU	Provision of a data sharing agreement to facilitate local inter-agency coordination and collaboration in Lake and Mendocino Counties with Adult Education and Community Colleges. System tracks customers as they utilize services and referrals between educational agencies and workforce agencies.

Paragraph 10 - Powers/ Responsibilities of the Agency exercised by the Governing Board of the JPA, states that the “Agency shall have the power to exercise any power common to all Member Counties authorized by Chapter 5 of Division 7 of Title 1 of the Government Code of the State of California (commencing with section 6500) and is hereby authorized to do all acts necessary for the exercise of these common powers, including...:

- (3) Employ agents, employees, consultants, advisors, independent contractors and other staff;
- (4) Make and enter into contracts, including contracts with public and private organizations and individuals;”

STAFF RECOMMENDATION

Ratify agreements with the above noted contractors and partners and authorize board chair and/or executive director to sign final negotiated agreements.

BOARD LETTER II.C



TO: REGIONAL WORKFORCE DEVELOPMENT BOARD
FROM: STAFF
SUBJECT: BOARD LETTER II.C– RATIFY APPOINTMENT OF SUBCOMMITTEE MEMBERS
DATE: DECEMBER 10, 2020
CC: FILE

BACKGROUND

The Workforce Alliance Regional Workforce Development Board (RWDB) is a legislatively mandated business led board. In partnership with the Workforce Alliance Governing Board, the RWDB oversees Lake, Marin, Mendocino and Napa Counties' workforce development activities and establishes programs in response to the workforce needs of those communities. It is the region's only organization that has workforce development as its sole purpose and function.

In accordance with Section 18, item e of the Joint Powers Agreement, signed by each member county's board of supervisors, there will be four standing subcommittees:

1. Lake County
2. Marin County
3. Mendocino County
4. Napa County

The following individuals submitted applications for membership to Marin Advisory Subcommittee:

County Subcommittee	Name	Title	Affiliation/Other
Marin	Omar Carrera	CEO	Canal Alliance

SAFF RECOMMENDATION

Approve Omar Carrera for appointment to the Marin Advisory Subcommittee.



WORKFORCE ALLIANCE OF THE NORTH BAY

DRIVING WORKFORCE TALENT

Application for Regional and/or Local Advisory Subcommittee Membership

In accordance with the Workforce Innovation and Opportunity Act of 2014 (WIOA), the Workforce Alliance of the North Bay (WANB) Governing Board has established a Regional Workforce Development Board (WDB) for Napa, Marin, Lake and Mendocino counties which sets policy for and provides oversight of workforce development programs in the four counties. Workforce Development Board members are appointed by the Governing Board to represent specified sectors of the community as listed in Section IV below. The county advisory subcommittees were created to make recommendations to the full WDB that specifically pertain to their respective county's employers and their workforce. There is a sub committee for each of the WANB counties.

Individuals interested in serving on the WDB or workforce committee must complete and submit this application for appointment. This application and the related Nomination Form(s), if any, may be subject to public disclosure.

Please check the appropriate box:

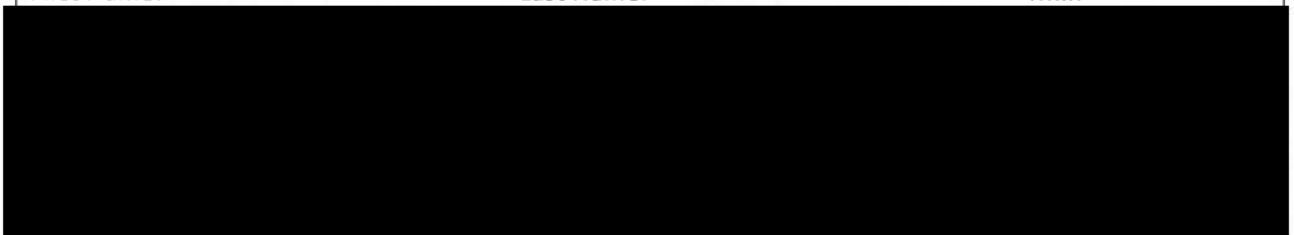
- ☐ Regional Workforce Development Board (WDB) Membership
☒ Advisory Subcommittee for MARIN county Membership
☐ Renew Membership (if your information hasn't changed please fill out only Section I. and sign the form)
☐ Update Information

Section I. Personal Information

First Name: OMAR

Last Name: CARRERA

M.I.:



Section II. County / Location

Provide the county in which your residence, business or organization is located: MARIN

Section III. Occupational Information

Industry Sector: NONPROFIT

Occupation / Title: CEO

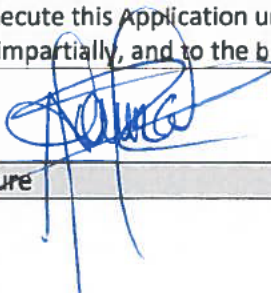
Employer: CANAL ALLIANCE

Employer Address: 91 LARKSPUR ST		
City: SAN RAFAEL	State: CA	Zip: 94901
Employer Phone: 415-306-0423		
Section IV. Eligibility Certification		
<i>Indicate below each membership category for which you are applying. You may mark more than one category but must certify your qualifications for each category for which you are applying. A completed Nomination Form must accompany applications for Business Member, Labor Organization, Adult Education and Literacy and/or Higher Education from an appropriate nominating organization.</i>		
<input checked="" type="checkbox"/> Business Member (Do you represent a "small business" as defined by the U.S. Small Business Administration? <input checked="" type="checkbox"/> Y <input type="checkbox"/> N) Name of Business: CANAL ALLIANCE		
<input type="checkbox"/> Labor Organization Name of Organization:		
<input type="checkbox"/> Joint Labor-Management Apprenticeship Program Name of Organization:		
<input checked="" type="checkbox"/> Community-based Organization Name of Organization: CANAL ALLIANCE		
<input type="checkbox"/> Adult Education and Literacy Name of Provider:		
<input type="checkbox"/> Higher Education Name of Institution:		
<input type="checkbox"/> Economic and Community Development Name of Entity:		
<input type="checkbox"/> State Employment Office		
<input type="checkbox"/> Vocational Rehab Name of Program:		
Section V.		
Describe how your participation on the WDB would advance Workforce Development programs.		
<p>Founded in 1982, Canal Alliance has been the leading service provider and community advocate for Marin's extremely low-income Latino immigrant community for 38 years. Canal Alliance exists to support low-income Latino immigrants to break the cycle of generational poverty by lifting barriers to their success. Each year, the organization collaborates with over 60 agencies and engages 500 volunteers to serve more than 4,000 individuals and families.</p> <p>The Canal Alliance Workforce Development Program connects Latino immigrants to career training programs that lead to employment in high demand industries offering career-path jobs that pay living wages. Latinos in Marin represent a significant demographic in the workforce. Despite this, Latinos are not recognized as an asset to the Marin County workforce. From 2010 to 2016, the Latino population grew at a rate of 14.2% while white population only grew 2.4% in the same time period. There still exists an old idea that all Latinos in Marin County are not documented, which we know is not the case. With 38 years as a trusted resource for immigrants in Marin, strong connections to the Latino community, partnerships with businesses and educational partners, and a commitment to addressing the most urgent needs that are arising in the community as a result of the pandemic, the program is poised to play an important role in supporting efforts to rebuild the workforce in Marin County.</p>		

Please be advised that members of the Workforce Development Board:

- **May be required to take an Oath of Office.**
- **Must comply with the County's Ethics Ordinance.**
- **Must participate in State-mandated ethics training.**
- **Must disclose financial interests as required by the County Code (Form 700).**
- **Must report any conflicts of interest as required by the County Code.**

I hereby certify that all statements in this Application are true and complete to the best of my knowledge and execute this Application under penalty of perjury. I further certify that if I am appointed, I will serve fairly, impartially, and to the best of my ability.

	11/5/20
Signature	Date

Send completed applications to:

Workforce Alliance of the North Bay
1546 First Street
Napa, CA 94559

or email to:
boardadmin@workforcealliancencorthbay.org

WORKFORCE ALLIANCE OF THE NORTH BAY MASTER MEETING CALENDAR 2021

JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC
REGIONAL WORKFORCE DEVELOPMENT BOARD 2nd Thursday @ 10:00 AM-2:00 PM											
		3/11/21 10:00-2:00			6/10/21 10:00-2:00						12/9/21 10:00-2:00
GOVERNING BOARD 3rd Friday @ 9-10:30 AM											
		3/19/21 9-10:30			6/18/21 9-10:30			9/17/21 9-10:30			12/17/21 9-10:30
EXECUTIVE COMMITTEE 2nd Wednesday @ 9-10:30 AM											
	2/10/21 9-10:30		4/14/21 9-10:30	5/12/21 9-10:30		7/14/21 9-10:30	8/11/21 9-10:30		10/13/21 9-10:30	11/10/21 9-10:30	
POLICY AND OVERSIGHT SUBCOMMITTEE 1st Tuesday @ 3-4:30 PM											
	2/2/21 3-4:30		4/6/21 3-4:30		6/1/21 3-4:30		8/3/21 3-4:30		10/5/21 3-4:30		12/7/21 3-4:30
LAKE ADVISORY SUBCOMMITTEE 4th Thursday @ 9-10:30 AM											
	2/25/21 9-10:30			5/27/21 9-10:30			8/26/21 9-10:30			11/18/21* 9-10:30	
MARIN ADVISORY SUBCOMMITTEE 4th Wednesday @ 8-9:30 AM											
	2/24/21 8-9:30			5/26/21 8-9:30			8/25/21 8-9:30			11/17/21* 8-9:30	
MENDOCINO ADVISORY SUBCOMMITTEE 4th Thursday @ 3-4:30 PM											
	2/25/21 3-4:30			5/27/21 3-4:30			8/26/21 3-4:30			11/18/21* 3-4:30	
NAPA ADVISORY SUBCOMMITTEE 4th Wednesday @ 3-4:30 PM											
	2/24/21 3-4:30			5/26/21 3-4:30			8/25/21 3-4:30			11/17/21* 3-4:30	



*Due to Thanksgiving, Advisory Subcommittees will meet a week earlier in November.

REQUIRED ATTENDANCE

Regional Workforce Development Board (RWDB)

All appointed RWDB members

Governing Board

Governing Board Members representing Lake, Marin, Mendocino, and Napa Counties

Executive Committee

RWDB Officers & Chairs

Policy and Oversight Subcommittee

RWDB Members representing Lake, Marin, Mendocino, and Napa Counties

Lake Advisory Subcommittee

RWDB Members representing Lake & Appointed Lake Advisory Subcommittee Members

Marin Advisory Subcommittee

RWDB Members representing Marin & Appointed Marin Advisory Subcommittee Members

Mendocino Advisory Subcommittee

RWDB Members representing Mendocino & Appointed Mendocino Advisory Subcommittee Members

Napa Advisory Subcommittee

RWDB Members representing Napa & Appointed Napa Advisory Subcommittee Members

BOARD LETTER III.A



TO: REGIONAL WORKFORCE DEVELOPMENT BOARD
FROM: STAFF
SUBJECT: BOARD LETTER III.A – RATIFY / APPROVE 2020-21 1ST QUARTER CAREERPOINT DASHBOARD REPORTS
DATE: DECEMBER 10, 2020
CC: FILE

Among the several responsibilities of the Workforce Alliance Regional Workforce Development Board, is its responsibility to assist the Governing Board *“conduct program oversight of local youth, and adult training activities and the one-stop delivery system.”*

The attached performance reports for each of the four counties within the Workforce Alliance assist the board in fulfilling its obligation to monitor the performance of its job and career system. The reports illustrate planned vs actual carry-in numbers, enrollment and exit numbers, demographics and other indicators for adult, dislocated workers and youth. This is a top-level summary report with board selected indicators designed to show the numbers of people served through the workforce system and cost by county. It does not display the quality of the service delivered.

These reports are reviewed by local standing committees and will be forwarded to the Governing Board at their next regularly scheduled meeting. They are submitted here for review and information for the full board.

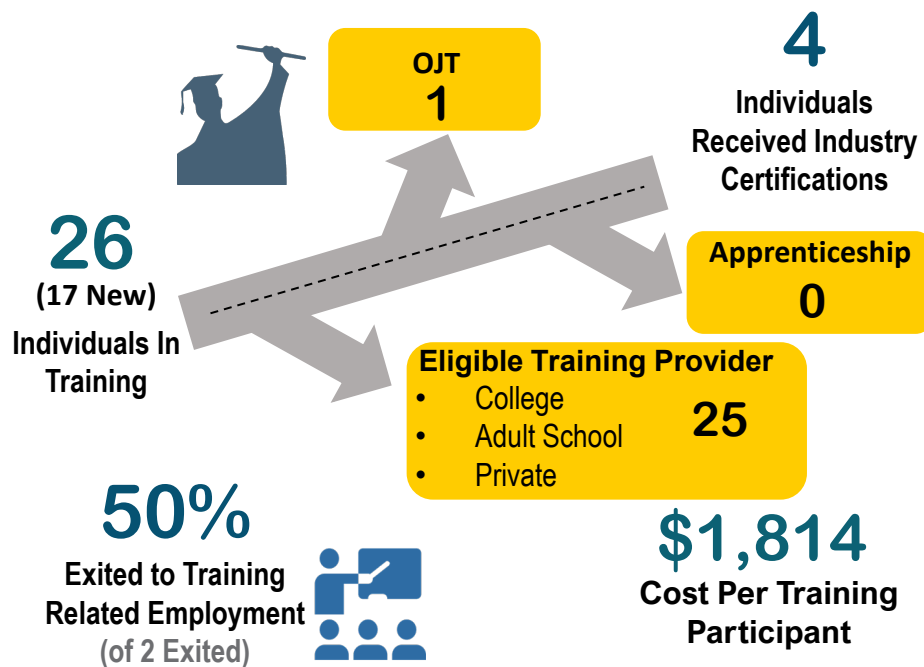
STAFF RECOMMENDATION

Ratify/accept the PY 2020-21 1st Quarter CareerPoint dashboard reports.

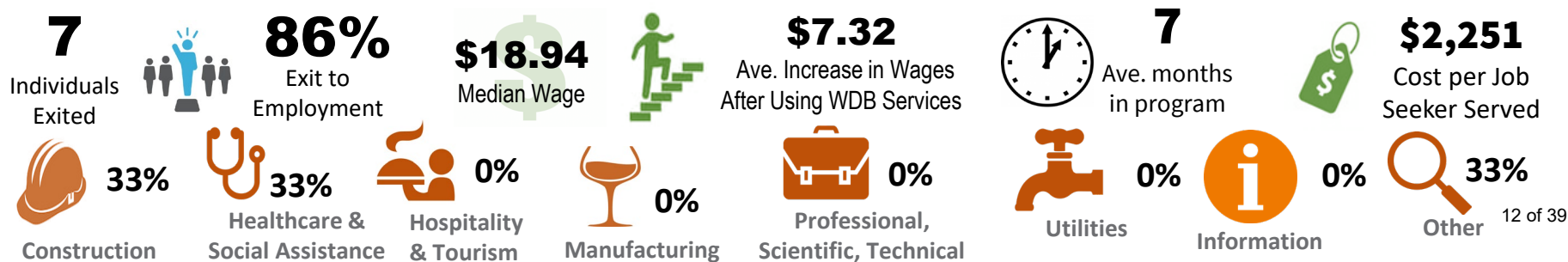
WIOA Levels of Service



WIOA Training Services



WIOA Program Employment Outcomes



WIOA Adult & DW Priority of Service



Basic Skill
Deficient
2%



Low Income
73%



CalFresh
37%



Military
Veterans
2%

Business Services

4

New Businesses
Engaged

30

Active Business
Engagements

7

Rapid Response
Events

1

Recruitment
Events Held

WIOA Adult & DW Barriers to Employment



Disability
8%



Homeless
2%



Justice Involved
4%



English Language
Learner
8%



Single Parent
33%



In-School
Youth
0%



Out of School
Youth
100%

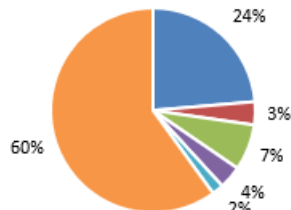


WEX
29%

WIOA Youth Details

Program Participant Demographics

Race/Ethnicity

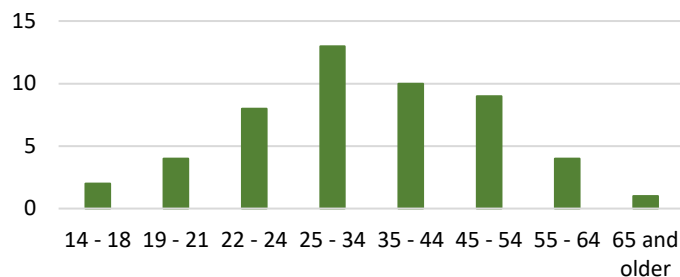


22%
Male



78%
Female

Age



Geographics

Cities of Residence

Kelseyville 25%

Clearlake 20%

Lakeport 20%

Clearlake Oaks 5%

Lower Lake 5%

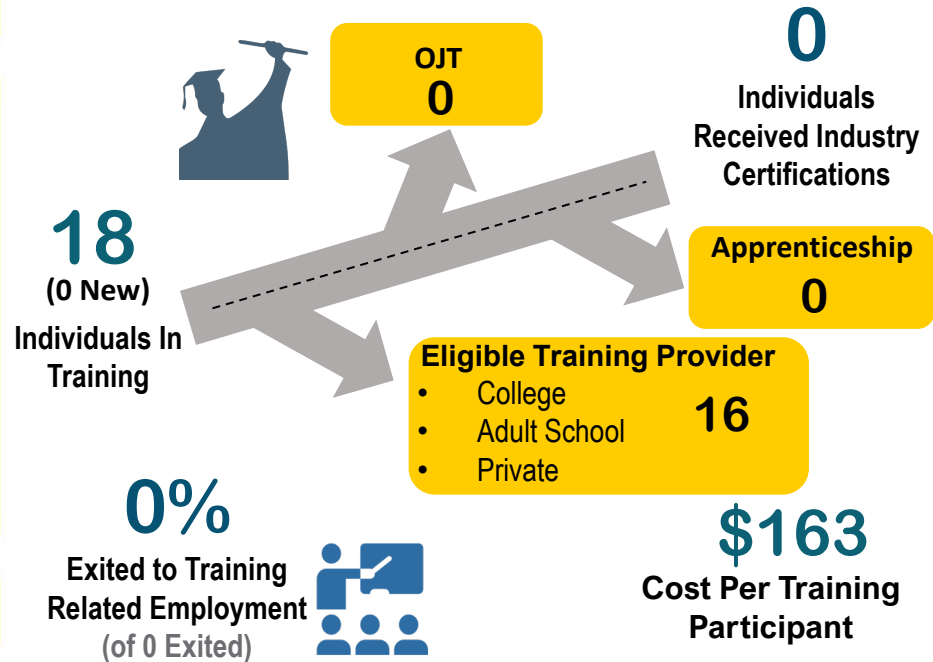
Lake Other 25%

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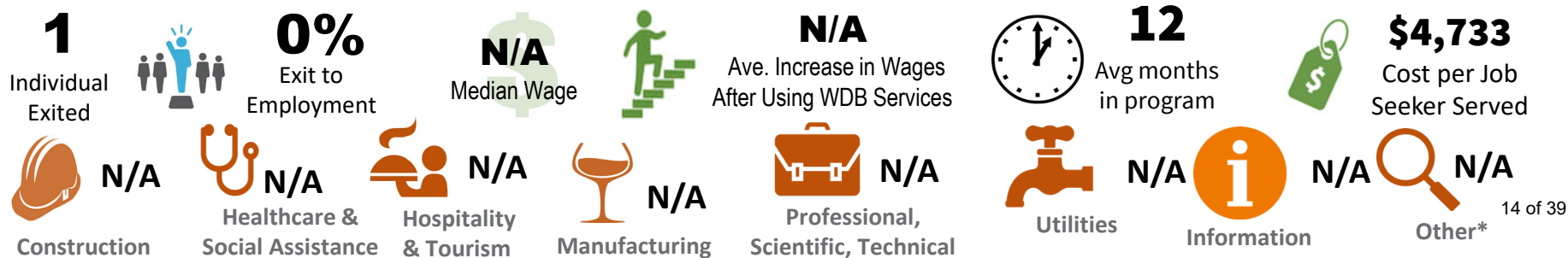
WIOA Levels of Service



WIOA Training Services



WIOA Program Employment Outcomes



WIOA Adult & DW Priority of Service



Basic Skill
Deficient
0%



Low Income
76%



CalFresh
65%



Military
Veterans
0%

Business Services

6

New Businesses
Engaged

35

Active Business
Engagements

7

Rapid Response
Events

1

Recruitment
Event Held

WIOA Adult & DW Barriers to Employment



Disability
3%



Homeless
3%



Justice Involved
3%



English Language
Learner
9%



Single Parent
44%

WIOA Youth Details



In-School
Youth
15%



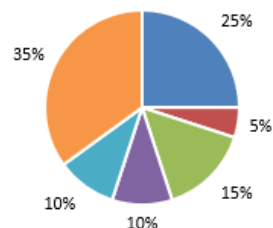
Out of School
Youth
85%



WEX
38%

Program Participant Demographics

Race / Ethnicity



■ Ethnicity Hispanic or Latino
 ■ American Indian / Alaskan Native
■ Asian
 ■ African American / Black
■ Hawaiian Native / Other Pacific Islander
 ■ White

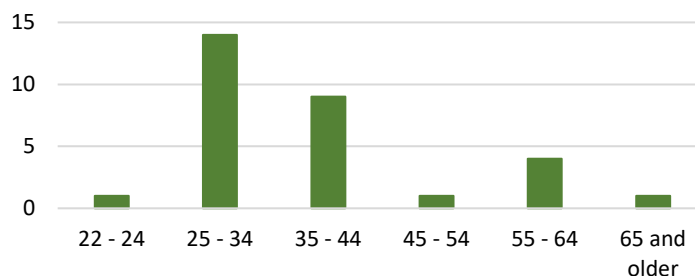


22%
Male



78%
Female

Age



Geographics

Cities of Residence

San Rafael 27%

Novato 27%

San Anselmo 3%

Covelo 3%

Mill Valley 3%

Sausalito 3%

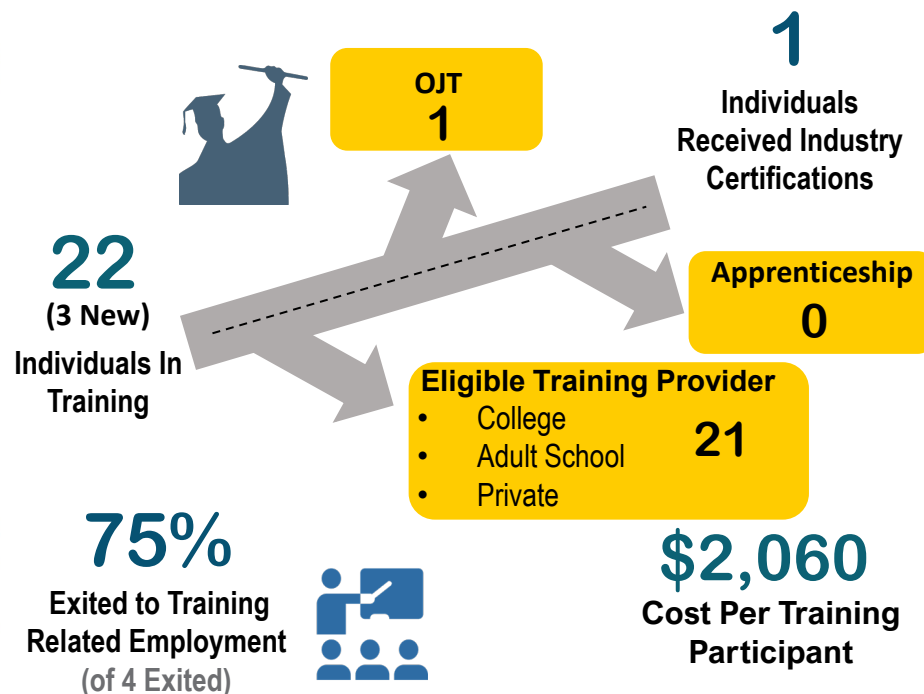
Other 10%

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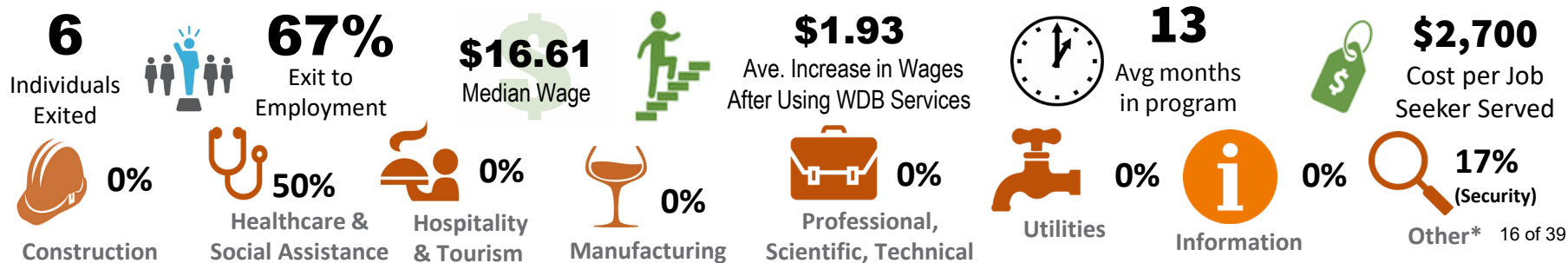
WIOA Levels of Service

Bronze Self Access Services	Silver Staff Assisted Services	Gold Training Services
 <p>CareerPoint 3 Individuals 3 Visits 0 Repeat Customers</p> <p>\$ \$14,963</p>	 <p>WIOA Program 36 Participants 20 Adults 16 Dislocated Workers</p> <p>\$ \$36,893</p>	 <p>WIOA Training 22 Recipients 17 Adults 5 Dislocated Workers</p> <p>\$ \$45,334</p>

WIOA Training Services



WIOA Program Employment Outcomes



WIOA Adult & DW Priority of Service



Basic Skill
Deficient
0%



Low Income
47%



CalFresh
19%



Military
Veterans
8%

Business Services

8

New Businesses
Engaged

179

Active Business
Engagements

7

Rapid Response
Events

1

Recruitment
Events Held

WIOA Adult & DW Barriers to Employment



Disability
11%



Homeless
0%



Justice Involved
6%



English Language
Learner
0%



Single Parent
25%



In-School
Youth
11%



Out of School
Youth
89%

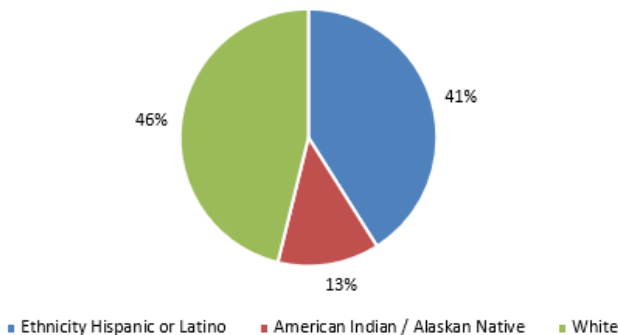


WEX
0%

WIOA Youth Details

Program Participant Demographics

Race / Ethnicity

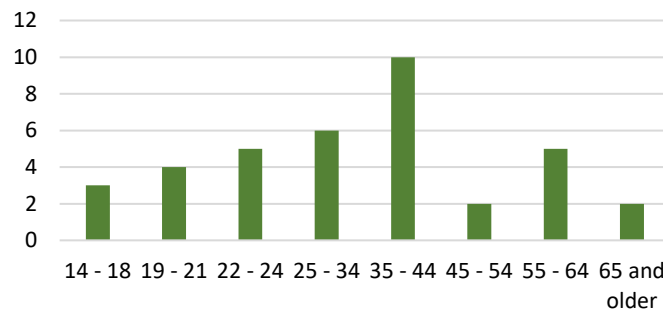


35%
Male



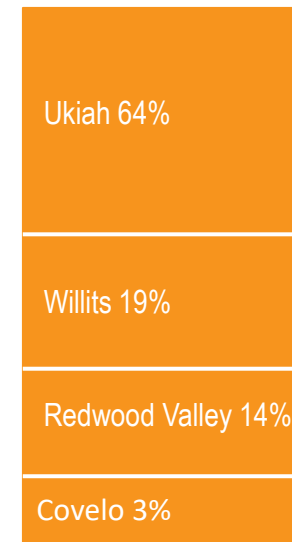
65%
Female

Age



Geographics

Cities of Residence

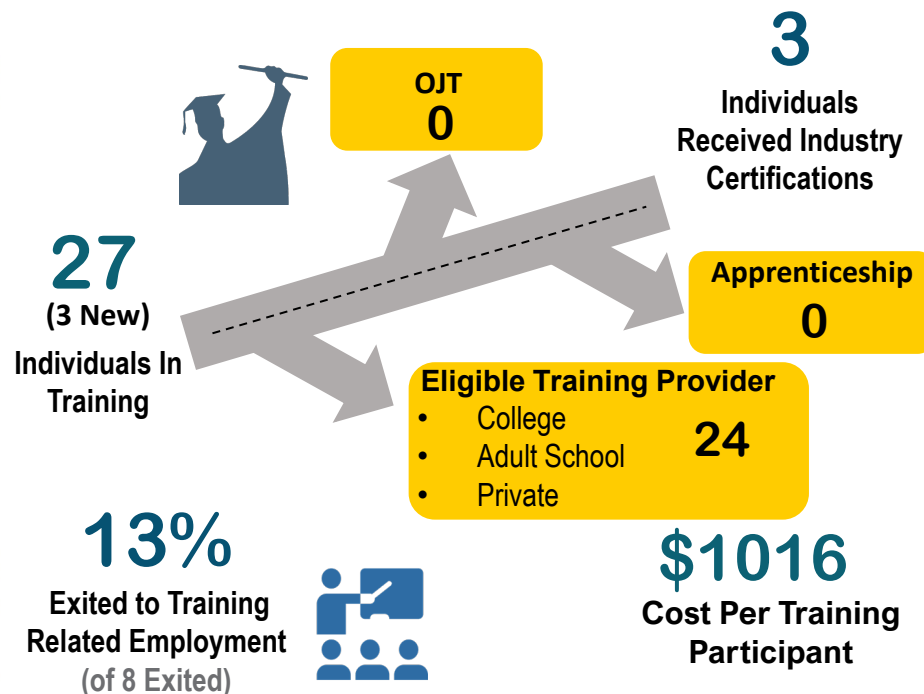


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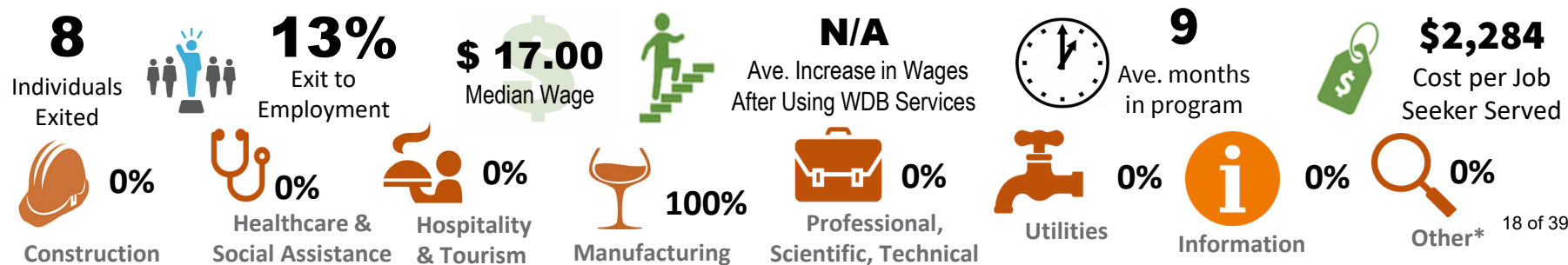
WIOA Levels of Service



WIOA Training Services



WIOA Program Employment Outcomes



WIOA Adult & DW Priority of Service



Basic Skill
Deficient
0%



Low Income
61%



CalFresh
42%



Military
Veterans
8%

Business Services

5

New Businesses
Engaged

45

Active Business
Engagements

7

Rapid Response
Events

1

Recruitment
Events Held

WIOA Adult & DW Barriers to Employment



Disability
29%



Homeless
4%



Justice Involved
36%



English Language
Learner
0%



Single Parent
13%



In-School
Youth
24%



Out of School
Youth
76%

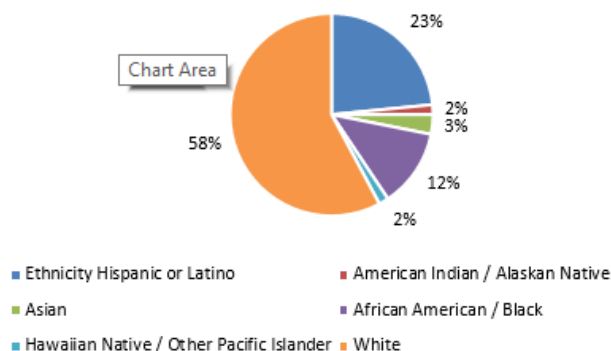


WEX
0%

WIOA Youth Details

Program Participant Demographics

Race/Ethnicity

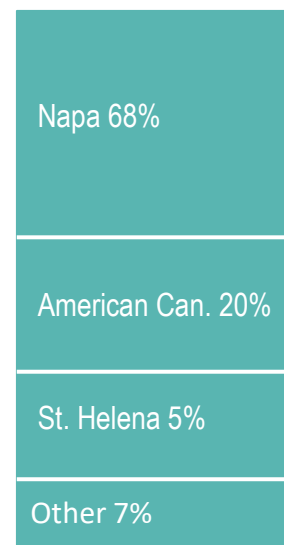
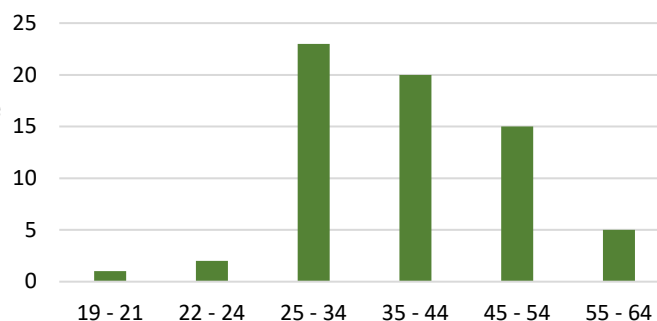


Geographics

Cities of Residence


♂ **45% Male** ♀ **55% Female**

Age




19 of 39

Workforce Alliance of the North Bay
Providers of Services Report
Program Year 2020-21
Quarter 1, 25% of Program Year

			Carry-Ins from PY19-20	New Clients	Total Enrolled			Placements Area Plan = 80%			Exits Area Plan = 80%			Training Requirement - (20%) Area Plan = 100%			Contract Budget Quarter 1			
					(Qtr 1) Actual	Area Plan for PY	% Achieved of Qtr 1	(Qtr 1) Actual	Area Plan for PY	% Achieved of Qtr 1	(Qtr 1) Positive Exits	(Qtr 1) Negative Exits	(Qtr 1) % of Positive Exits to Total Exits	WIOA Funds Spent	Requirement- 20%	% Achieved of Training	(Qtr 1) Expended	Budget in PY	Total % Achieved	Combined
Lake	MPIC	Adult	21	8	29	67	43%	3	33	9%	3	1	75.0%	\$ 28,804	\$ 69,346	41.5%	\$67,013	\$262,116	25.6%	28%
		Dislocated Worker	17	10	27	46	59%	3	20	15%	3	0	100.0%	\$ 18,000	\$ 64,426	27.9%	\$59,057	\$195,775	30.2%	
Mendocino	MPIC	Adult	18	2	20	57	35%	3	22	14%	3	1	75.0%	\$ 30,200	\$ 55,573	54.3%	\$61,249			
		Dislocated Worker	14	2	16	41	39%	2	16	13%	2	1	66.7%	\$ 5,651	\$ 66,960	8.4%	\$35,896			
Marin	Marin HHS	Adult	29	0	29	80	36%	0	43	0%	0	0	0.0%	\$ 2,930	\$ 41,245	7.1%	\$34,930	\$254,863	13.7%	30%
		Dislocated Worker	5	0	5	51	10%	0	30	0%	0	0	0.0%	\$ -	\$ 78,304	0.0%	\$126,000	\$281,264	44.8%	
Napa	Napa HHSA	Adult	31	16	47	37	127%	1	20	5%	1	7	12.5%	\$ -	\$ 24,648	0.0%	\$94,653	\$102,041	92.8%	55%
		Dislocated Worker	22	7	29	57	51%	1	30	3%	1	0	100.0%	\$ -	\$ 48,168	0.0%	\$69,764	\$199,416	35.0%	
System Totals			157	45	202	436		13	214		13	10		\$85,585	\$448,670	19.1%	\$548,562	\$1,295,475		42%

Enrolled	Placements	Exits	Training	Contract Budget
23.75% and above	20% and above	80% and above	25% and above	Greater than 25%
22.5% to 23.75%	17.5% to 19%	70% to 79.9%	Below 24.9%	16% to 25%
Below 22.49%	Below 17.4%	69.9% and below		11% to 15.9%
				10.9% or below
				Missing invoices

			Carry-Ins from PY19-20	New Clients	Total Enrolled			Placements Area Plan = 80%			Exits Area Plan = 80%			20% Work Experience Requirement Area Plan = 100%			Contract Budget Quarter 1		
					(Qtr 1) Actual	Area Plan for PY	% Achieved of Qtr 1	(Qtr 1) Actual	Area Plan for PY	% Achieved of Qtr 1	(Qtr 1) Positive Exits	(Qtr 1) Negative Exits	(Qtr 1) % of Positive Exits to Total Exits	WIOA Funds Spent	Requirement- 20%	% Achieved of Training	(Qtr 1) Expended	Budget in PY	Total % Achieved
Lake	MPIC	Youth	12	10	22	43	51%	1	19	5%	1	0	100.0%	\$ 11,201	\$ 76,902	14.6%	\$45,708	\$348,516	13.1%
Mendocino	MPIC	Youth	9	0	9	41	22%	0	15	0%	0	0	0.0%	\$ 36	\$ 79,254	0.0%	\$13,390	\$336,489	4.0%
Marin	PPS	Youth	11	2	13	21	62%	0	0	0%	0	0	0.0%	\$ 8,675	\$ 56,264	15.4%	\$38,595	\$179,754	21.5%
Napa	Napa HHSA	Youth	16	1	17	20	85%	1	12	8%	1	2	33.3%	\$ -	\$ 75,071	0.0%	\$22,261	\$167,446	13.3%
System Totals			48	13	61	125		2	46		2	2		\$19,912	\$287,491	6.9%	\$119,953	\$1,032,205	12%

BOARD LETTER III.B



TO: REGIONAL WORKFORCE DEVELOPMENT BOARD
FROM: STAFF
SUBJECT: BOARD LETTER III.B – TRAINING OBLIGATIONS REPORT
DATE: DECEMBER 10, 2020
CC: FILE

The Workforce Innovation and Opportunity Act has a training requirement for Adult, Dislocated Worker and Youth funds. Adult and Dislocated Worker funds require 30% of the funds to be spent on training and Youth funds require 20% of the funds to be spent on Work Experience. This report shows the current obligations on each grant as reported to the Employment Development Department through the CalJOBS website.

A PowerPoint presentation will provide an overview of the training obligations by county.

STAFF RECOMMENDATION

Review outstanding training obligations and make recommendations to staff.

WIOA TRAINING REQUIREMENT

- 30%* of all Adult and Dislocated Worker funds are required to be spent on training.
 - *Leveraged resources may cover 1/3 of the training requirement, bringing the total required training down to 20%.*
- 20% of all Youth funds are required to be spent on work experience.

2 YEAR GRANT CYCLE

GRANTS

Jul 1, 2017 – Jun 30, 2019

Jul 1, 2018 – Jun 30, 2020

Jul 1, 2019 – Jun 30, 2021

Jul 1, 2020 – Jun 30, 22

Fiscal Year

17-18

18-19

19-20

20-21

21-22

Adult & Dislocated Worker

19-20 Carry-In	Training Carry-In	Operating Carry-In	Total Carry-In	% Training
Lake	\$ 62,833	\$ 18,715	\$ 81,548	77%
Marin	\$ 25,094	\$ 85,364	\$ 110,458	23%
Mendocino	\$ 52,139	\$ 24,516	\$ 76,655	68%
Napa	\$ -	\$ -	\$ -	N/A
Total	\$ 140,066	\$ 128,595	\$ 268,661	52%

20-21 Allocation	Training Dollars	Operating Dollars	Total Dollars	% Training
Lake	\$ 91,883	\$ 288,508	\$ 380,391	24%
Marin	\$ 102,819	\$ 322,849	\$ 425,668	24%
Mendocino	\$ 87,773	\$ 275,604	\$ 363,377	24%
Napa	\$ 72,816	\$ 228,641	\$ 301,457	24%
Total	\$ 355,291	\$ 1,115,602	\$ 1,470,893	24%

Total 20-21 Budget	Training Budget	Operating Budget	Total Budget	% Training
Lake	\$ 154,716	\$ 307,223	\$ 461,939	33%
Marin	\$ 127,913	\$ 408,213	\$ 536,126	24%
Mendocino	\$ 139,912	\$ 300,120	\$ 440,032	32%
Napa	\$ 72,816	\$ 228,641	\$ 301,457	24%
Total	\$ 495,357	\$ 1,244,197	\$ 1,739,554	28%

Youth

19-20 Carry-In	WEX Carry-In	Operating Carry-In	Total Carry-In	% WEX
Lake	\$ 22,927	\$ 82,702	\$ 105,629	22%
Marin	\$ 23,976	\$ 5,985	\$ 29,961	80%
Mendocino	\$ 28,807	\$ 90,839	\$ 119,646	24%
Napa	\$ 48,678	\$ -	\$ 48,678	100%
Total	\$ 124,388	\$ 179,526	\$ 303,914	41%

20-21 Allocation	WEX Budget	Operating Budget	Total Budget	% WEX
Lake	\$ 53,975	\$ 188,912	\$ 242,887	22%
Marin	\$ 32,288	\$ 117,505	\$ 149,793	22%
Mendocino	\$ 50,447	\$ 176,565	\$ 227,012	22%
Napa	\$ 26,393	\$ 92,375	\$ 118,768	22%
Total	\$ 163,103	\$ 575,357	\$ 738,460	22%

20-21 Allocation	WEX Budget	Operating Budget	Total Budget	% WEX
Lake	\$ 76,902	\$ 271,614	\$ 348,516	22%
Marin	\$ 56,264	\$ 123,490	\$ 179,754	31%
Mendocino	\$ 79,254	\$ 267,404	\$ 346,658	23%
Napa	\$ 75,071	\$ 92,375	\$ 167,446	45%
Total	\$ 287,491	\$ 754,883	\$ 1,042,374	28%

BOARD LETTER III.C



TO: REGIONAL WORKFORCE DEVELOPMENT BOARD
FROM: STAFF
SUBJECT: BOARD LETTER III.C – ECONOMIC DATA TOOL PRESENTATION
DATE: DECEMBER 10, 2020
CC: FILE

The work of the Regional Board is performed in partnership with the Governing Board. The role of Regional Board is to direct federal, state and local funding to workforce development programs within the Regional Area. Among its thirteen key responsibilities is the need to conduct workforce research and regional labor market analysis. In order to help the WANB fulfill this charge, we have partnered with an economic modeling company – EMSI to conduct research and analysis.

Today's presentation will demonstrate how we use the tool. We would like board members to think about key labor market and workforce research questions they would like to have answers to, as we continue our economic recovery efforts.

STAFF RECOMMENDATION

Receive presentation and engage in discussion.

BOARD LETTER III.D



TO: REGIONAL WORKFORCE DEVELOPMENT BOARD
FROM: STAFF
SUBJECT: **BOARD LETTER III.D – CHAIR AND VICE CHAIR ELECTION**
DATE: DECEMBER 10, 2020
CC: FILE

In accordance with Article VI, Section 2 of the WANB By-laws [Attachment III.D], the board shall conduct an election and select persons for the role of chair and vice chair.

STAFF RECOMMENDATION

Conduct nominations and elect officers of the board for the remainder of the 20-21 term.

**WORKFORCE ALLIANCE OF THE NORTH BAY (WANB)
REGIONAL WORKFORCE DEVELOPMENT BOARD (RWDB)**

BYLAWS APPROVED AND ADOPTED FEB 9, 2016

ARTICLE I. CREATION OF THE WANB REGIONAL WORKFORCE DEVELOPMENT BOARD

The Workforce Alliance of the North Bay, hereinafter referred to as the WANB, is established under the authority of the Workforce Innovations and Opportunity Act of 2014, hereinafter called WIOA.

ARTICLE II. PURPOSE OF THE WANB RWDB

The purpose of Regional Workforce Development Board (RWDB) is to recommend policy to the WANB Governing Board for the workforce development system in Marin, Napa and Lake counties in coordination with statewide workforce development efforts. Additionally, the RWDB conducts research on programs and the needs of their regional economy. They also competitively procure and oversee the America's Job Centers of California (AJCC's), where job seekers can get employment information, find out about career development training opportunities and connect to various programs in their area.

ARTICLE III. DUTIES OF THE WANB RWDB

Section 1. The Workforce Alliance of the North Bay (WANB) Governing Board (GB), and the WANB Regional Workforce Development Board (RWDB) conducts strategic planning, oversight, and evaluation of the local workforce development area. The RWDB shall promote effective outcomes consistent with statewide goals, objectives, and negotiated local performance.

Section 2. Duties

Duties of the WANB RWDB shall be in accordance with the WIOA and include, but are not limited to:

1. Developing a local workforce development area plan for Marin, Napa and Lake counties
2. Carry out analyses of the economic conditions in the region, the needed knowledge and skills for the region, the workforce in the region and the education and training activities in the region.
3. Convening, brokering and leveraging of partners and resources to address identified industry and workforce issues;
4. Employer and industry engagement;

5. In partnership with secondary and postsecondary education, lead efforts in the local workforce area to develop and implement career pathways by aligning employment, training, education and supportive services;
6. Identify and promote proven and promising strategies for meeting the needs of employers, workers and jobseekers;
7. Develop strategies for using technology to maximize the accessibility and effectiveness of the local workforce system;
8. Conduct program oversight of local youth, and adult training activities and the one-stop delivery system;
9. Negotiate local performance and accountability measures;
10. Competitively select youth and adult one stop operators and providers of workforce services; certify operators and terminate for cause;
11. Coordinate workforce activities with education and training providers in the area;
12. Develop a budget for activities of the local board that is consistent with the adopted local plan.
13. Assess physical and programmatic accessibility for people with disabilities

Section 3. Methods

The WANB RWDB shall perform all duties in accordance with these methods:

1. *Convener*: Bring together business, labor, education, and economic development to focus on community workforce issues.
2. *Workforce Analyst*: Develop, disseminate and understand current labor market and economic information and trends.
3. *Broker*: Bring together systems to solve common problems, or broker new relationships with businesses and workers.
4. *Community Voice*: Advocate for the importance of workforce policy, providing perspective about the need for and availability of skilled workers.
5. *Capacity Builder*: Enhance the region's ability to meet the workforce needs of local employers.

Section 4. The WANB RWDB shall perform other functions and duties as required by the WIOA, or by State of California implementing legislation or Executive Orders, and shall act in accordance with the WIOA and under the direction of the Governing Board.

ARTICLE IV. RWDB MEMBERSHIP

Section 1. Appointment and Size

The WANB GB shall appoint the WANB RWDB members. A single member may be appointed to represent multiple constituencies on the WANB RWDB as set forth in Section 2 below. The membership size of the RWDB may increase or decrease depending on whether members are representing multiple constituencies. The membership shall not exceed thirty-five (35) members. No matter how many constituencies a member represents, a member is entitled to only one vote and may only be counted as a single member of the RWDB.

Section 2. Composition

- a. The WANB GB shall ensure the membership of the WANB RWDB conforms to all requirements of the WIOA, as prescribed:
 1. **Business Representatives:** The majority (51%) of RWDB membership must be representatives of business in the local workforce area who reflect the employment opportunities of the Workforce Alliance of the North Bay LWDA. The business representatives shall include owners, executives or operating officers of businesses, or employers with optimum policy-making or hiring authority. The WANB Governing Board shall appoint these representatives from among individuals nominated by local business or business trade organizations in the Workforce Alliance of the North Bay LWDA. If there are no nominations made by local business or business trade organizations, the WANB RWDB, in its capacity as a business-lead organization, shall make the nominations.
 2. **Workforce Representatives:** At least 20 percent (20%) of WANB RWDB membership must be workforce representatives which must:
 - include two or more representatives of labor organizations, where such organizations exist in the local area. Where labor organizations don't exist, representatives must be selected from other employee representatives.
 - include one or more representatives of joint labor-management, or union affiliated, registered apprenticeship program within the area who must be a training director or a member of a labor organization. If no union affiliated registered apprenticeship programs exist in the area, a representative of a registered apprenticeship program with no union affiliation must be appointed, and ***may include:***

- The board **may include** the following to contribute to the 20 percent Workforce Representative requirement:
 - one or more representatives of community-based organizations that have demonstrated experience and expertise in addressing the employment, training or education needs of individuals with barriers to employment, including organizations that serve veterans or provide or support competitive integrated employment for individuals with disabilities; and,
 - one or more representatives of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth including representatives of organizations that serve out-of-school youth.

4. **Education and Training Representatives:** The balance of local board membership **must include**:
 - At least one eligible provider administering adult education and literacy activities under WIOA Title II;
 - At least one representative from an institute of higher education providing workforce investment activities, including community colleges; and
 - At least one representative from each of the following governmental and economic and community development entities:
 - Economic and community development entities;
 - The State Employment Service Office under Wagner-Peyser Act (29 USC 49 et seq.) serving the local area; and
 - The programs carried out under Title 1 of the Rehabilitation Act of 1973, other than sec. 112 or Part C of that title.
5. **Other Representatives:** Membership may include other representatives as determined to be appropriate by the WANB Governing Board including:

- Entities administering education and training activities who represent local educational agencies or community-based organizations with demonstrated expertise in addressing the education or training needs for individuals with barriers to employment;
- Governmental and economic and community development entities who represent transportation, housing and public assistance programs,
- Philanthropic organizations serving the local area; and
- Other appropriate individuals as determined by the Governing Board.

- b.** Applicants for regional board membership will submit an application for review by the RWDB Executive Committee. The Executive Committee will then forward its recommendations to the WANB Governing Board for appointment to the RWDB.

Section 3. Optimal Policy Making Authority

Members of the WANB RWDB that represent organizations, agencies or other entities shall be individuals with optimum policymaking authority within those organizations, agencies or entities.

Section 4. Changes in Composition

The WANB GB, if recommended by a two-third (2/3) vote of the RWDB, may change the constituent membership of the WANB RWDB through additional appointments.

Section 5. Term

Membership terms shall be for three (3) years.

Section 6. Vacancies and Recruitments

In the event of a vacancy, the RWDB shall solicit and accept nominations in accordance with WIOA representation. A vacancy may not necessarily be filled if the required composition of the RWDB can be maintained without filling the vacancy. All applicants shall be required to submit a membership application to the WANB Executive Director. Eligible applications shall be presented to the Governing board for consideration and action and appointment.

The WANB GB shall make appointments to any vacant position whose term has not yet expired, and the appointed successor shall serve out the remainder of the term of the original appointment.

Section 7. Resignations

Any RWDB member may resign by submitting written notice to the RWDB Chairperson and/or WANB Executive Director.

ARTICLE V. REMOVAL OF MEMBERS

WANB RWDB members may be removed by the WANB GB for cause, upon the initiative of the WANB GB or upon consideration of removal recommendations from the RWDB, for any of the following reasons:

- a. For the member's violation of the conflict of interest code or laws or failure to complete or declare applicable financial disclosures.
- b. When the member ceases to be representative of the constituency for which appointment was made.
- c. For the member's failure to meet attendance requirements (Article VII, Section 1).
- d. For the member's refusal to report to or consult with the member's appointing authority.

ARTICLE VI. RWDB OFFICERS

Section 1. Officers

The officers of the RWDB shall be a Chair, Vice-Chair and Past Chair. The offices of Chair and Vice-Chair shall be filled by members who qualify as representatives of business, as described in Article IV, Section 2.a.1.

Section 2. Election of Officers

The Chair and Vice-Chair shall be elected annually for one-year terms, effective July 1 to June 30. The WANB RWDB shall conduct an election and select persons for the offices of Chair and Vice-Chair. In the event the Chair or Vice-Chair resigns from the RWDB during his/her term of office, the RWDB at its next regularly scheduled meeting shall elect a qualified RWDB member to serve the remaining term of the office.

Section 3. Duties of Officers

- a. Chair:

1. The Chair shall appoint all standing committee chairs.
 2. The Chair shall set the agenda for RWDB meetings, preside at all meetings of the RWDB and in general perform all duties incident to the office as directed by the RWDB. This includes attending conferences.
- b. Vice-Chair: The Vice-Chair shall act on behalf of the Chair during the Chair's absence.
- c. Past-Chair: The Past-chair shall act on behalf of the Chair or Vice-Chair's absence.

ARTICLE VII. DUTIES OF MEMBERS

Section 1. Attendance

Members shall attend meetings of the WANB RWDB and committees to which they are appointed. The Executive Committee shall routinely review member attendance at board and committee meetings. An excused absence shall be recorded in the minutes when a member or designee notifies the Clerk of the Board his/her staff of the intended absence by 5 p.m. of the day before the scheduled Board or Committee meeting indicating good and sufficient reasons for the absence, except that if the absence is due to illness occurring during the twenty-four (24) hour period, the absence shall be deemed excused if the Clerk of the Board is notified of the illness prior to the roll call for the meeting. Members of the board must not miss more than three (3) consecutive committee and full meetings of the WANB RWDB unless the absences are excused, or more than five (5) consecutive committee and full meetings even if some or all of those absences are excused, except that the board may grant the RWDB member a leave of absence upon prior request. (See Article V for Removal of Members).

Section 2. Service on Committees

Every member shall actively participate as a member on at least one (1) committee. Non-board members may actively participate on committees at the invitation of the committee chair and approval of the WANB RWDB.

ARTICLE VIII. EXECUTIVE COMMITTEE

Section 1. There shall be an Executive Committee comprised of the Officers of the RWDB; the Chair, Vice Chair and the immediate past-Chair if still a current member; and the chairs of standing committees.

- Section 2.** The Chair of the WANB RWDB shall serve as the Chair of the Executive Committee.
- Section 3.** The Executive Committee shall meet per approved Master Calendar or as deemed necessary by its Chair.
- Section 4.** The purpose of the Executive Committee shall be to:
- a. Assume overall responsibility for internal WANB RWDB development including membership, training, resource attraction and internal governance policies;
 - b. Provide program oversight of the One-Stop systems within the Workforce Alliance of the North Bay regional area;
 - c. Provide recommendations regarding regular agenda items of the WANB RWDB;
 - d. Maintain the Bylaws and develop/submit necessary modifications of the Bylaws to the WANB RWDB and WANB Governing Board for approval;
 - e. Consult with WANB RWDB support staff.
- Section 5.** The Executive Committee is hereby authorized to act on behalf of the WANB RWDB when timelines are such that actions must be taken prior to the next regularly scheduled meeting of the full WANB RWDB, subject to reporting of the action to the full WANB RWDB at its next meeting and, other than for procedural actions, subject to ratification by the full WANB RWDB.
- Section 6.** All members of the Executive Committee shall be current members of the WANB RWDB in good standing.
- Section 7.** At no time shall the membership of the WANB RWDB Executive Committee constitute a quorum of the total membership, either by an increase in the number of Chair appointees, or by a reduction in the general membership of the board.
- Section 8.** The Executive Committee shall recommend for approval the names of current members of the board in good standing for appointments to boards and commissions outside the WANB RWDB structure, when such recommendations are requested of the WANB RWDB by such outside boards and commissions.

ARTICLE IX OTHER COMMITTEES OF THE RWDB

Section 1. In addition to the Executive Committee, the WANB RWDB shall, as necessary be organized into standing or ad hoc committees to carry out its functions and responsibilities as assigned. Standing committees are formed to consider subjects on an ongoing basis or stated period of time. As needed, the WANB RWDB may also form ad hoc committees charged with accomplishing specific tasks within a relatively short period of time. The Chair and members of the committees shall be designated by the Board Chair.

Standing Committees: Each county under the WANB umbrella will have a Local Advisory Subcommittee pursuant to the Joint Powers Agency Agreement. Each local advisory subcommittee will have a Chair and Vice Chair representing business and be a member in good standing. The members of the local advisory subcommittees will be appointed by the Chair of the RWDB. The membership criteria will be established by the RWDB Executive Committee in accordance with WIOA Section 679.360. Interested parties must submit an application for appointment.

Section 2. Each of the committees described in Section 1 shall meet as deemed necessary by the committee chairperson to conduct the business of the committee

Section 3. The size of each of the committees described in Section 1 and the terms of the members shall be established by the Executive Committee.

Section 4. Each of the committees described in Section 1 shall report progress and recommend actions at WANB RWDB meetings.

Section 5. No standing or ad hoc committee shall have independent authority to commit the WANB RWDB to policy or action without approval of the RWDB, except as noted by Article VIII, Section 5.

Section 6. Ad hoc committees may be created by the WANB RWDB for such particular purposes as may be deemed necessary or desirable to enhance or assist the board in carrying out its functions and furthering the purposes of board. Membership on such ad hoc committees may include individuals who are not members of the WANB RWDB.

ARTICLE X. MEETING PROCEDURES

Section 1. Brown Act. All meetings of the WANB RWDB, its Executive Committee and all standing committees, including without limitation, regular, adjourned regular, special and emergency meetings shall be called, noticed, held and conducted in accordance with the Ralph M. Brown Act, Chapter 9, Division 3, Title 5 of the California Government Code commencing with Section 54950 ("Brown Act").

- Section 2.** Minutes. WANB RWDB shall require the keeping of the minutes of its regular, adjourned regular, special and emergency meetings excepting closed sessions, and shall approve such minutes at the next available meeting. Until approved, the minutes shall be considered merely Clerk of the Board notes. Such notes shall be considered preliminary memoranda subject to modification by the Clerk of the Board for purposes of the Public Records Act (Government Code section 6250 et seq.) and shall not become a public record available to the public on request except in the form released and available to the members and public when the agenda is posted for the meeting at which the proposed minutes will be considered.
- Section 3.** Quorum. For purposes of the transaction of business and conducting of meetings of the WANB RWDB or its committees, a quorum shall be 51 percent (51%) of the total number of currently appointed RWDB or committee members as applicable.
- Section 4.** Voting, Recusal. The transaction of business shall require a majority vote of the quorum present. Each member shall have one vote. A member who has a conflict of interest regarding any matter before the board or any committee on which the member sits shall declare the existence of such conflict prior to the matter being heard, recuse himself/herself from participation in the matter, and shall leave the meeting room until the hearing, deliberation and action on the matter are concluded. Vote by proxy is prohibited.
- Section 5.** Calling of Meetings. Special meetings of the WANB RWDB may be called by the Chair or by the signed petition of one-third (1/3) of the currently-appointed members.
- Section 6.** Parliamentary Procedure. The WANB RWDB and its committees shall conduct their meetings in accordance with Robert's Rules of Order, except where those provisions conflict with these Bylaws, in which case these Bylaws shall apply.
- Section 7.** Use of Technology. Alternative technological means, such as telephone or video or digital conferencing, may be used at WANB RWDB and committee meetings as permitted by the Brown Act.
- Section 8.** Annual Meeting Calendar. The Annual WANB Master Calendar will be presented for approval at the first RWDB meeting every January.

ARTICLE XI. REIMBURSEMENT

Members of the WANB RWDB shall receive no reimbursement for expenses incurred while serving on the board with the exception of expenses, authorized in advance by the board, incurred in connection with the member attendance at

board-approved conferences, trainings and other approved activities other than board meetings or committee meetings.

ARTICLE XII. CONFLICT OF INTEREST, ETHICS AND ECONOMIC INTERESTS

Section 1: Conflict of Interest

No member of the RWDB shall cast a vote or attempt to influence the body on any matter that has direct bearing on services to be provided by or which would financially benefit such a member or any organization with which such member is affiliated. However, nothing in these Bylaws shall necessarily preclude any RWDB member from casting a vote on a matter that has the effect of generally benefitting the constituencies represented by that member where interest is based solely on that member's seat on the RWDB.

- A. For purposes of this section, "any matter that has direct bearing" shall include policy and funding decisions that affect any organization in direct competition for funding with an organization such member represents or that would provide direct financial benefit to such member of the immediate family members of such member.
- B. For purposes of this section, "represents" includes the following types of affiliations: director, board member, advisor, paid consultant or employee.
- C. RWDB members shall make every attempt to avoid personal conflict of interest in awarding financial assistance, and in conducting procurement activities involving funds under the WIOA.
- D. In order to avoid conflict of interest or the appearance of such conflict, RWDB members shall comply with applicable Conflict of Interest laws and any conflict of interest code adopted by the WANB, including requirements for public disclosure and recusal.

Section 2: Ethics Training

Each member shall receive training in ethics in accordance with RWDB policies and applicable Federal and State laws and regulation.

Section 3. Economic Interest

RWDB members shall file a Statement of Economic Interest promulgated by the Fair Political Practices Commission as a condition of assuming membership, annually while serving as a member, and upon leaving membership of the RWDB, in compliance with applicable law.

ARTICLE XIII. ADOPTION AND AMENDMENT OF BYLAWS

Section 1. Effective Date

These Bylaws and any amendments thereto shall be effective only when approved by WANB Counsel, the WANB RWDB with final approval by the WANB Governing Board. Annual review of the bylaws will be conducted by the Executive Committee at the beginning of every year. Any recommendations will be go through RWDB and Counsel approval process.

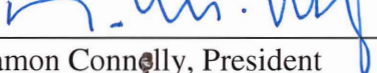
Section 2. Severability.

The Bylaws of the WANB RWDB and any amendments thereto shall conform to all applicable statutes, regulations and the agreement between WANB RWDB and the WANB Governing Board nothing in these Bylaws shall be construed to take precedence over federal, state or local laws or regulations or to constrain the rights and obligations of the County under such laws and regulations. Should any part, term, portion or provision of these Bylaws be decided by a court of competent jurisdiction to be in conflict with any law or otherwise unenforceable or ineffectual, the remaining parts, terms, portions or provisions shall be deemed severable and their validity shall not be affected thereby, provided such remaining portions or provisions can be construed in substance to constitute the provisions that the members intended to enact in the first instance.


Adopted

On: January 12, 2017

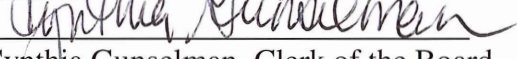
APPROVED BY:

By: 
Damon Connolly, President
Workforce Alliance of the North Bay

APPROVED AS TO FORM:

By: 
Jenna Brady, Counsel
Workforce Alliance of the North Bay

ATTEST:

By: 
Cynthia Gunselman, Clerk of the Board
Workforce Alliance of the North Bay