

ATTACHMENT II.A



**REGIONAL WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING
MINUTES**

**Wednesday, February 12, 2020
9:00 AM**

**Napa County: 1546 First Street, Second Floor, Napa, CA
Mendocino County: 2550 N. State Street, Ukiah, CA**

CALL TO ORDER

I.	9:00	<p>A. Introductions</p> <p>Napa Advisory Subcommittee Chair Amar Inalsingh called the meeting to order at 9:00 AM.</p> <p>Members Present: Policy & Oversight Subcommittee Chair David Tam; Napa Advisory Subcommittee Chair Amar Inalsingh; Mendocino Advisory Subcommittee Chair Lene Vinding (arrived after item II.A), Marin Advisory Subcommittee Chair Susan Byrne, Lake Advisory Subcommittee Vice Chair Annette Lee.</p> <p>Workforce Alliance Staff Present: Executive Director, Bruce Wilson; Workforce Development Analyst, Sylwia Palczewska; Operations Officer Laura Davis; Operations Analyst Tamara Ochoa; Business Services Representative, Stacey Caico.</p> <p>Guests: CareerPoint MARIN Program Manager, Sherry Parr; MPIC Executive Director Candy De Los Santos,</p> <p>B. Public Comment: None</p>
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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 person. Items are approved with one single motion

II.		<p>A. Approve November 13, 2019 Meeting Minutes. [Attachment II.A]</p> <p>Motion made to approve November 13, 2019 Meeting Minutes. M/S Suzie Byrne / David Tam Motion carried: 4-0 Yea: 4 Nay: 0 Abstentions: 0 Absent: Jeri Hansen, Maureen Mulheren, Lene Vinding</p> <p>B. Approval of Subcommittee Members [Attachment II.B] The committee will review and approve new applications for membership to one or more Advisory Subcommittees:</p> <ul style="list-style-type: none">• Tami Mee, Adult Education Manager, Mendocino County Office of Education• Euline Olinger, Director/Program Manager, Mendocino Community College District <p>Motion made as requested M/S Lene Vinding / Suzie Byrne Motion carried: 5-0 Yea: 5</p>
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		Nay: 0 Abstentions: 0 Absent: Jeri Hansen, Maureen Mulheren
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REGULAR CALENDAR

III.		<p>A. Return on Investment Reports – Staff will present a new report that shows the projected return on investment for every WIOA dollar invested in the region and each community. Staff will seek committee input and direction [Attachment III.A] (Action)</p> <p>Operations Analyst Tamara Ochoa presented to the board the quantitative projected Return on Investment Reports for the Workforce Innovation and Opportunity Act (WIOA) system over the next three years and explained formula calculation details.</p> <p>Motion made to accept Return on Investment Reports M/S Suzie Byrne / Lene Vinding Motion carried: 5-0 Yea: 5 Nay: 0 Abstentions: 0 Absent: Jeri Hansen, Maureen Mulheren</p> <p>B. Contracts – Ratification and approval for following contracts (Walk-in) (Action)</p> <ol style="list-style-type: none"> a. Clifton Allen Larson Amendment b. County of Marin Fiscal Agent services c. P2E contract with Marin Probation <p>Executive Director Wilson updated the board on new and amended WANB contracts.</p> <p>Motion made as requested M/S Lene Vinding / Suzie Byrne Motion carried: 5-0 Yea: 5 Nay: 0 Abstentions: 0 Absent: Jeri Hansen, Maureen Mulheren</p>
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MEMBER/DIRECTOR REPORTS

V.		<p>A. Member Board members discussed upcoming Advisory Subcommittee meetings.</p> <p>B. Director</p> <ol style="list-style-type: none"> a. Regional Conference 2.4.2020 Executive Director Wilson reported on Regional Conference in Rohnert Park. Conference was called Raising the Bar 2020 and was intended to address some of the challenges faced by workforce development professionals in the North Bay. b. WANB transition WANB is going through transition process separating from the County of Napa and will have its own staff. Governing Board, who meets in March, will be taking next steps to establish JPA’s own structure.
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ADJOURN

VI.		<p>A. Adjourn Napa Advisory Subcommittee Chair Amar Inalsingh adjourned the meeting at 10:22 AM.</p>
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