



**GOVERNING BOARD MEETING  
MINUTES**

**Friday, March 20, 2020  
9:00 AM**

**Lake:** Lake County Courthouse, Conference Room B, 255 N. Forbes Street, Lakeport, CA  
**Napa:** 1456 First Street, Napa, CA

**Marin:** Marin County Civic Center, Terrace Room #326  
3501 Civic Center Drive, San Rafael, CA  
**Phone:** +1 669 900 9128, Meeting ID: 424 486 1151

**CALL TO ORDER**

- I. A. Welcome, Introductions  
Supervisor Connolly called the meeting to order at 9:12 AM.  
  
Members Present: Supervisor Damon Connolly, Supervisor Dennis Rodoni, Supervisor Brad Wagenknecht, Supervisor Moke Simon, Supervisor Eddie Crandell.  
  
Workforce Alliance Staff Present: Executive Director Bruce Wilson, Chief Strategist Racy Ming, Legal Counsel Jack Govi, Fiscal Officer Taylor Swain, Business Outreach Stacey Caico, Workforce Development Analyst Sylwia Palczewska, Operations Analyst Tamara Ochoa.  
  
Guests: John Chamberlain, Shery Parr, Cynthia Gunselman, Deidre Smith, Amar Inalsingh, Deidre Smith, Carolyn Purdy, Anthony Crouch, David Tam, Suzie Byrne, Teresa Brown.
- B. Public Comment  
Cynthia Gunselman thanked the Alliance for their quick response to request for resources and questions from employers.
- C. Chair’s Update – Damon Connolly  
Chair Connolly stressed out that it’s a very challenging time for everyone, but small businesses are affected the most. He underscored the work that WANB staff made to keep the public updated on services and benefits available to those affected by COVID-19.
- D. Member’s Update  
None.
- E. Executive Director’s Update – Bruce Wilson
  - a. Day at the Capitol [Attachment I.E]
  - b. Status of Operations

**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. A. Approve Meeting Minutes, March 5, 2020 [Attachment II.A]  
Motion made as requested.  
M/S: Brad Wagenknecht / Moke Simon  
Motion carried: 5-0  
Yea: 5  
Nay: 0  
Abstentions: 0

|                                       |   |
|---------------------------------------|---|
|                                       | Absent: Dan Gjerde, John Haschak, Alfredo Pedroza   |
| <b>INFORMATION / DISCUSSION ITEMS</b> |   |
| III.                                  | <p>A. Return on Investment Report [Attachment III.A]<br/> Executive Director Wilson presented quantitative and qualitative Return on Investment Report for the program year 2018/2019. Separate reports were prepared for each county and one for the whole region. Wilson underscored that ROI number on each report is a positive number higher than \$1.00.</p>  |
| <b>REGULAR CALENDAR</b>               |   |
| IV.                                   | <p>A. Accept 2019/20 2<sup>nd</sup> Quarter CareerPoint Dashboard Reports [Board Letter IV.A] [Attachment IV.A] <b>(Action)</b><br/> Motion made as requested.<br/> M/S: Brad Wagenknecht / Dennis Rodoni<br/> Motion carried: 5-0<br/> Yea: 5<br/> Nay: 0<br/> Abstentions: 0<br/> Absent: Dan Gjerde, John Haschak, Alfredo Pedroza</p> <p>B. Reappoint a Regional Workforce Development member [Board Letter IV.B] <b>(Action)</b><br/> Motion made as requested.<br/> M/S: Brad Wagenknecht / Eddie Crandell<br/> Motion carried: 5-0<br/> Yea: 5<br/> Nay: 0<br/> Abstentions: 0<br/> Absent: Dan Gjerde, John Haschak, Alfredo Pedroza</p> <p>C. Review contract and proposed timeline and approval of contract for consultant work to transition WANB to employer of record [Board Letter III.C] [Attachment III.C] <b>(Action)</b><br/> Board members discussed proposed by consultant John Chamberlain timeline and expenses accompanying of hiring Executive Director for WANB. It was decided to create a Subcommittee with Damon Connolly and Brad Wagenknecht, that will explore possibility of direct hire of Bruce Wilson as Executive Director.</p> |
| <b>ADJOURN</b>                        |   |
| VI.                                   | <p>A. Adjourn<br/> The meeting was adjourned at 10:13 AM.</p>   |

*Public comments will be accepted via email at [info@workforcealliancencorthbay.org](mailto:info@workforcealliancencorthbay.org)*