



GOVERNING BOARD MEETING Minutes

**Friday, December 20, 2019
9:00 AM**

Mendocino: Mendocino County Planning and Building Office, Conference Room, 120 West Fir Street, Fort Bragg, CA
Mendocino County Office, Room 1010, 501 Low Gap Rd., Ukiah, CA

Napa: Workforce Alliance of the North Bay Office, Second Floor, 1546 First Street, Napa, CA

CALL TO ORDER

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| I. | <p>A. Welcome, Introductions, Agenda Review
Supervisor Connolly called the meeting to order at 9:06 AM.</p> <p>Members Present: Supervisor Damon Connolly, Supervisor Dennis Rodoni, Supervisor Alfredo Pedroza, Supervisor Brad Wagenknecht, Supervisor Moke Simon, Supervisor Eddie Crandell (arrived during item III.C), Supervisor John Haschak, Supervisor Dan Gjerde.</p> <p>Workforce Alliance Staff Present: Executive Director Bruce Wilson, Fiscal Officer Taylor Swain, Chief Strategist Racy Ming, Workforce Development Analyst Sylwia Palczewska, Operations Analyst Tamara Ochoa, Operations Officer Laura Davis, Legal Counsel Jack Govi, Business Outreach Stacey Caico.</p> <p>Guests: CareerPoint Napa Teresa Brown, CareerPoint Marin Shery Parr, Maureen Mulheren, David Tam, Bryan Avila.</p> <p>B. Public Comment
Sherry Parr of CareerPoint Marin thanked Supervisor Rodoni for his support in West Marin. She announced that CareerPoint Marin will be convening a West Marin Business Forum on 1/30/20.</p> <p>C. Chair’s Update – Damon Connolly</p> <ul style="list-style-type: none"> a) Conflict of Interest Code
As a government agency Workforce Alliance is required to have a Conflict of Interest Code. Last updates include clarification of what positions are responsible for making decisions with federal money, also Mendocino County Service provider was added to the list. b) Ethics training reminder
Every Board Member is required to take an ethics training course to educate themselves on the ethical standards required of any individual who works in local government. <p>D. Executive Director’s Update – Bruce Wilson</p> <ul style="list-style-type: none"> a) Regional Conference February 4, 2020
Executive Director Wilson invited all board members to attend the conference. b) Prison to Employment Grant update
Executive Director Wilson reported out on progress with Prison to Employment Grant contracts in each county. c) Grant applications update
Executive Director Wilson updated Board Members on recent Additional Assistance Grant application. d) Regional Workforce Board Meeting update
Executive Director Wilson reported out on Regional Workforce Board meeting that took place on December 12 in Santa Rosa. |
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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. A. Approve Meeting Minutes, September 20, 2019 [Attachment II.A]
Motion made to approve September 20, 2019 meeting minutes.
M/S: Alfredo Pedroza / Moke Simon
Motion carried: 6-0
Yea: 6
Nay: 0
Abstentions: Brad Wagenknecht
Absent: Eddie Crandell

REGULAR CALENDAR

- III. A. Approve Agreement with MPIC, Inc [Board Letter III.A]
Motion made as requested.
M/S: Brad Wagenknecht / Alfredo Pedroza
Motion carried: 7-0
Yea: 7
Nay: 0
Abstentions: 0
Absent: Eddie Crandell
- B. Approve Agreement with Ms. Sylwia Palczewska [Board Letter III.B]
Motion made as requested.
M/S: Dennis Rodoni / Brad Wagenknecht
Motion carried: 7-0
Yea: 7
Nay: 0
Abstentions: 0
Absent: Eddie Crandell
- C. Accept 2019/20 1st Quarter CareerPoint Dashboard Reports [Board Letter III.C] [Attachment III.C]
Motion made as requested.
M/S: Alfredo Pedroza / Moke Simon
Motion carried: 7-0
Yea: 7
Nay: 0
Abstentions: Eddie Crandell
Absent: 0
- D. Approve reserves development strategy [Board Letter III.D]
Motion made as requested.
M/S: Eddie Crandell / Brad Wagenknecht
Motion carried: 8-0
Yea: 8
Nay: 0
Abstentions: 0
- E. Approve 2020 Meeting Schedule [Attachment III.E]
Motion made as requested.
M/S: Dennis Rodoni / Alfredo Pedroza
Motion carried: 8-0

Yea: 8
Nay: 0
Abstentions: 0

- F. Accept termination letter for convenience of Napa County and provide direction to staff [Board Letter III.F] [Attachment III.F]

Motion made to accept termination letter for convenience of Napa County and request staff to explore the organizational staffing options for the Board to consider at its March meeting, and to engage with counsel to develop the necessary personnel policies and documents for the WANB to become the Employer of Record.

M/S: Brad Wagenknecht /Dennis Rodoni

Motion carried: 8-0

Yea: 8
Nay: 0
Abstentions: 0

INFORMATION / DISCUSSION ITEMS

- IV. A. Rapid Response Activities [Board Letter IV.A]
WANB Staff provided an update on Rapid Response activities in WANB region.
- B. New WANB Policies Update [Board Letter IV.B]
WANB Staff provided an update on new WANB policies reviewed and approved by the Regional Workforce Development Board.

MEMBER REPORTS

- V. A. Members
 - a) California Economic Conference (Connolly/Rodoni)
Supervisor Connolly and Supervisor Rodoni reported out on California Economic Conference they attended in November.
 - b) Other
There was no other reports.

ADJOURN

- VI. A. Next Meeting and Agenda Items
Next meeting is on March 20, 2020. Chair Damon Connolly adjourned the meeting at 10:24 AM.