



## REGIONAL WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE MEETING AGENDA

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

**WANB Administrative Office  
1546 First Street, Second Floor, Napa  
Call-in number: +16699009128, Meeting ID: 953 7229 3859, Password: 008953**

### CALL TO ORDER

- |    |      |                                       |
|----|------|---------------------------------------|
| I. | 9:00 | A. Introductions<br>B. Public Comment |
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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

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| II. |  | A. Approve May 13, 2020 Meeting Minutes [Attachment II.A] |
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### REGULAR CALENDAR

- |      |  |  |
|------|--|--|
| III. |  | A. Contracts – Ratification and approval for following contracts ( <b>Action</b> ) <ul style="list-style-type: none"> <li>a. Marin County Health &amp; Human Services Amendment for a new max \$778,731 (Underserved COVID-19 Impacted Individuals &amp; Employment Recovery NDWG)</li> <li>b. Napa County Health &amp; Human Services Amendment for a new max \$781,305 (Underserved COVID-19 Impacted Individuals &amp; Employment Recovery NDWG)</li> <li>c. Mendocino Private Industry Council Amendment for a new max \$1,759,185 (P2E Mendo and Underserved COVID-19 Impacted Individuals &amp; Employment Recovery NDWG)</li> </ul><br>B. 2019-2020 Performance Overview – Staff will provide a data summary of each area’s planned vs actual performance [Attachment III.B]<br><br>C. Status of Operations – Staff will discuss the status of WANB and CareerPoint operations. |
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### MEMBER/DIRECTOR REPORTS

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| IV. |  | A. Member<br>B. Director <ul style="list-style-type: none"> <li>a. Workforce Development Boards as solution providers<br/>(<a href="https://www.zocalopublicsquare.org/2020/07/10/five-paths-bring-jobs-back-california-local-workforce-development-boards/ideas/essay/">https://www.zocalopublicsquare.org/2020/07/10/five-paths-bring-jobs-back-california-local-workforce-development-boards/ideas/essay/</a>)</li> <li>b. HEROES Act Letter of Support [Attachment IV.A]</li> </ul> |
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### ADJOURN

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| V. |  | A. Adjourn |
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## REGIONAL WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, May 13, 2020

9:00 AM

WANB Administrative Office

1546 First Street, Second Floor, Napa

Call-in number: +16699009128, Meeting ID: 732 709 1333

### CALL TO ORDER

I.	9:00	<p>A. Introductions</p> <p>Executive Committee Chair Jeri Hansen called the meeting to order at 9:02 AM.</p> <p>Members Present: Executive Committee Chair Jeri Hansen; Policy &amp; Oversight Subcommittee Chair David Tam; Mendocino Advisory Subcommittee Chair Lene Vinding; Marin Advisory Subcommittee Chair Susan Byrne; Executive Committee Vice Chair Maureen Mulheren.</p> <p>Workforce Alliance Staff Present: Executive Director, Bruce Wilson; Workforce Development Analyst, Sylwia Palczewska; Operations Officer Laura Davis; Business Services Representative, Stacey Caico; Chief Strategist Racy Ming.</p> <p>Guests: CareerPoint Napa Program Manager Teresa Brown; CareerPoint Marin Program Manager Sherry Parr; CareerPoint Marin One Stop Operator Cynthia Gunselman; MPIC Executive Director Candy De Los Santos.</p> <p>B. Public Comment</p> <p>None.</p>
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### CONSENT CALENDAR

<p>These matters typically include routine financial or administrative <b>action items</b> requiring a vote.</p> <p>Any item will be discussed separately at the request of any person. Items are approved with one single motion</p>		
II.		<p>A. Approve April 8, 2020 Meeting Minutes [Attachment II.A]</p> <p>B. Approval of Subcommittee Members Renewal Applications [Attachment II.B]</p> <p>The committee will review and approve renewal applications for membership to one of Advisory Subcommittees:</p> <ul style="list-style-type: none"> <li>• Andrea Lackey – Marin Advisory Subcommittee</li> <li>• Paula McCray – Napa Advisory Subcommittee</li> <li>• Rebecca Southwick – Lake Advisory Subcommittee</li> </ul> <p>Motion made to approve Consent Calendar</p> <p>M/S Lene Vinding / Suzie Byrne</p> <p>Motion carried: 5-0</p> <p>Yea: 5</p> <p>Nay: 0</p> <p>Abstentions: 0</p> <p>Absent: Amar Inalsingh</p>

## REGULAR CALENDAR

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| III. |  | <p>A. Accept Additional Assistance Grant – Accept funds from the State of California to assist COVID-19 impacted workers and direct staff to move to AJCC’s for implementation.</p> <p>Motion made to accept Additional Assistance Grant<br/> M/S Lene Vinding / Suzie Byrne<br/> Motion carried: 5-0<br/> Yea: 5<br/> Nay: 0<br/> Abstentions: 0<br/> Absent: Amar Inalsingh</p> <p>B. Accept National Dislocated Worker Funds from State of California to train/place COVID19 impacted workers and direct staff to move to the AJCC’s for implementation.</p> <p>Motion made to accept National Dislocated Worker Funds<br/> M/S Suzie Byrne / Lene Vinding<br/> Motion carried: 5-0<br/> Yea: 5<br/> Nay: 0<br/> Abstentions: 0<br/> Absent: Amar Inalsingh</p> <p>C. Receive Rapid Response Report from Business Services Team – Provide direction.<br/> Stacey Caico and Sylwia Palczewska reported on Business Team activities. As of May 12, there was 91 WARN notices in WANB region. The team is hosting weekly webinars for laid off and furloughed workers. Our partners go over Unemployment Insurance, health care options, and other resources to help through this pandemic. Attendees have an opportunity to ask specific questions and learn about the support offered by CareerPoint North Bay and our network of partners. Presentations are given by Community Health Initiative, Department of Labor, CareerPoint North Bay and Employment Development Dept. Workforce Services Representatives.</p> <p>D. Membership – Committee will review membership and discuss recruitment<br/> Executive Director Wilson updated board members that the Lake Advisory Subcommittee Chair position is vacant and needs to be filled by a representative from a business sector.</p> |
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## MEMBER/DIRECTOR REPORTS

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| IV. |  | <p>A. Member<br/> David Tam reported that most of his staff was directed to work for Unemployment Insurance Program. Most inquires coming from the public is about UI. Jeri Hansen reported that all Chambers of Commerce in Napa county team up to provide reopening guidance input to Napa County Public Health Officer.</p> <p>B. Director<br/> Recently proposed Heroes Act includes \$2 billion dollars for the workforce programs. All CareerPoint Centers are open for remote services. Using the regional approach each center is preparing two online workshops to be offered for the clients.</p> <p style="padding-left: 40px;">a. Business Assistance Program(s)</p> |
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		<p>WANB is partnering with local leaders in each community focusing on developing recovery strategies for businesses.</p> <p>All business serving agencies in WANB region will be encouraged to provide their information to be included in the Business Directory posted on WANB website.</p> <p>b. Ecological Restoration Initiative</p> <p>Racy Ming reported on the WANB cooperation with the ecological restoration industry champion.</p>
A D J O U R N		
V.		<p>A. Adjourn</p> <p>The meeting was adjourned at 9:52 AM.</p>

**ATTACHMENT III.B**  
**CareerPoint Lake PY 2019-2020 Participant Plan**  
**Planned verses Actual**

TOTAL ENROLLMENTS FOR PY 19-20	Planned	Actual	% Attained	Planned	Actual	% Attained
	ADULT			DW		
Carried in Participants from PY 18-19	14	14	100%	19	19	100%
New Enrolled Participants	48	36	75%	30	31	103%
Enrolled Participants (new and carry-in)	62	50	81%	49	50	102%
Current Active Participants		25			19	
<b>PROGRAM SERVICES</b>						
Individualized Career Services	62	50	81%	49	50	102%
Enrolled in Training Services (funded and non funded)	19	18	95%	12	11	92%
Ended Training Services	12	9	75%	9	9	100%
<i>Ended - completed training (credential, certificate, etc)</i>	10	6	60%	8	5	63%
<i>Ended - did not receive (credential, certificate, etc)</i>	2	3	150%	1	4	400%
<b>EXIT STATUS</b>						
Closed and Exited Participants to date	38	25	66%	22	31	141%
Exited to Employment	29	13	45%	17	16	94%
<i>Received Training and exited</i>	10	6	60%	8	10	125%
<i>Obtained a Training Related job</i>	8	4	50%	5	3	60%
Exited for Other Reasons (ill, unable to locate, etc)	9	12	133%	5	15	300%

DISLOCATED WORKER FIRE GRANT Project Start Date: 7/1/2018	Planned	Actual	% Attained
New Enrolled Participants	15	2	13%
Individualized Career Services	15	2	13%
Enrolled in Training Services - OJT	4	0	0%
Enrolled in Training Services - Classroom Training	5	0	0%
Closed and Exited Participants to date	15	2	13%
Exited to Employment	9	1	11%
<i>Received Trng and exited in a trng related job</i>	5	0	0%
Exited for Other Reasons (ill, unable to locate, etc)	6	1	17%

National Dislocated Worker Grant* Project Start Date: 7/1/2019	Planned	Actual	% Attained
Enrolled New Clients in Temporary Jobs	20	17	85%
Receiving Supportive Services	20	17	85%
Completed NDWG Services	20	10	50%
Entered Employment	7	2	29%

\*This data includes the National Dislocated Worker Grant participants in both Lake and Mendocino counties.

**CareerPoint Marin PY 2019-2020 Participant Plan**  
**Planned verses Actual**

TOTAL ENROLLMENTS FOR PY 19-20	Planned	Actual	% Attained	Planned	Actual	% Attained
	ADULT			DW		
Carried in Participants from PY 18-19	35	34	97%	10	11	110%
New Enrolled Participants	90	47	52%	11	4	36%
Enrolled Participants (new and carry-in)	125	81	65%	21	15	71%
Current Active Participants		30			5	
<b>PROGRAM SERVICES</b>						
Individualized Career Services	125	81	65%	21	15	71%
Enrolled in Training Services (funded and non funded)	56	56	100%	9	16	178%
Ended Training Services	35	40		9	13	
<i>Ended - completed training (credential, certificate, etc)</i>	20	5	13%	5	1	8%
<i>Ended - did not receive (credential, certificate, etc)</i>	15	35	88%	4	12	92%
<b>EXIT STATUS</b>						
Closed and Exited Participants to date	60	51	85%	10	10	100%
Exited to Employment	40	15	38%	6	5	83%
<i>Received Training and Exited</i>	20	25	125%	5	6	120%
<i>Obtained a Training Related Job</i>	20	11	55%	1	1	100%
Exited for Other Reasons ( ill, unable to locate, etc)	20	36	180%	4	5	0%

**CareerPoint Mendocino PY 2019-2020 Participant Plan**  
**Planned versus Actual**

TOTAL ENROLLMENTS FOR PY 19-20	Planned	Actual	% Attained	Planned	Actual	% Attained
	ADULT			DW		
Carried in Participants from PY 18-19	13	13	100%	21	21	100%
New Enrolled Participants	38	20	53%	21	21	100%
Enrolled Participants (new and carry-in)	51	33	65%	42	42	100%
Current Active Participants		18			13	
<b>PROGRAM SERVICES</b>						
Individualized Career Services	51	33	65%	42	42	100%
Enrolled in Training Services (funded and non funded)	18	22	122%	13	18	138%
Ended Training Services	11	7	64%	8	14	175%
<i>Ended - completed training (credential, certificate, etc)</i>	9	3	33%	7	4	57%
<i>Ended - did not receive (credential, certificate, etc)</i>	2	4	200%	1	10	1000%
<b>EXIT STATUS</b>						
Closed and Exited Participants to date	28	15	54%	17	29	171%
Exited to Employment	20	11	55%	13	21	162%
<i>Received Training and Exited</i>	9	7	78%	7	10	143%
<i>Obtained a Training Related Job</i>	8	6	75%	6	4	67%
Exited for Other Reasons ( ill, unable to locate, etc)	8	4	50%	4	8	200%

DISLOCATED WORKER FIRE GRANT	Planned	Actual	Attained
Project Start Date: 7/1/2018			
New Enrolled Participants	15	10	67%
Individualized Career Services	15	10	67%
Enrolled in Training Services - OJT	4	0	0%
Enrolled in Training Services - Classroom Training	5	3	60%
Closed and Exited Participants to date	15	9	60%
Exited to Employment	9	8	89%
<i>Received Trng and exited in a trng related job</i>	5	0	0%
Exited for Other Reasons ( ill, unable to locate, etc)	6	1	17%

National Dislocated Worker Grant*	Planned	Actual	% Attained
Project Start Date: 7/1/2019			
Enrolled New Clients in Temporary Jobs	20	17	85%
Receiving Supportive Services	20	17	85%
Completed NDWG Services	20	10	50%
Entered Employment	7	2	29%

\*This data includes the National Dislocated Worker Grant participants in both Lake and Mendocino counties.

**CareerPoint Napa PY 2019-2020 Participant Plan**  
**Planned verses Actual**

TOTAL ENROLLMENTS FOR PY 19-20	Planned	Actual	% Attained	Planned	Actual	% Attained
	ADULT			DW		
Carried in Participants from PY 18-19	41	41	100%	28	28	100%
New Enrolled Participants	14	37	264%	3	15	500%
Enrolled Participants (new and carry-in)	55	78	142%	31	43	139%
Current Active Participants		37			21	
<b>PROGRAM SERVICES</b>						
Individualized Career Services	55	78	142%	31	43	139%
Enrolled in Training Services (funded and non funded)	25	54	216%	15	29	193%
Ended Training Services	22	25	114%	12	16	133%
<i>Ended - completed training (credential, certificate, etc)</i>	22	14	64%	12	5	23%
<i>Ended - did not receive (credential, certificate, etc)</i>	0	11	44%	0	11	69%
<b>EXIT STATUS</b>						
Closed and Exited Participants to date	42	41	98%	27	22	81%
Exited to Employment	34	24	71%	22	12	55%
<i>Received Training and Exited</i>	20	32	160%	10	14	140%
<i>Obtained a Training Related Job</i>	18	12	38%	12	6	50%
Exited for Other Reasons ( ill, unable to locate, etc)	8	18	225%	5	10	200%



**LAKE COUNTY YOUTH PROGRAM**  
**PY 2019-2020 Planned versus Actual**

	Planned	Actual	% Attained
<b>TOTAL ENROLLMENTS FOR PY 19-20</b>	<b>YOUTH</b>		
Carried in Participants from PY 18-19	3	2	67%
New Enrolled Participants	39	23	59%
Enrolled Participants (new and carry-in)	42	25	60%
Closed & Exited Participants to Date	26	9	35%
Current Active Participants		16	
<b>PROGRAM SERVICES</b>			
20% Work Experience Requirement Includes:			
- Work Experience Services	9	5	56%
- OJT Services	0	0	
- Pre-Apprenticeship programs	0	0	
Occupational Skills Training	0	0	
Youth in Follow-up		14	
<b>EXIT STATUS</b>			
Entered Employment	20	4	20%
- <i>Training-related</i>	0	0	0%
Entered Military Service	0	0	
Entered Advanced Training	0	0	
Entered Postsecondary Education	0	0	
Entered Apprenticeship Program	0	0	
Exited for Other Reasons	6	5	83%

	YTD
Youth In-School	0%
Youth Out of School	100%

**MARIN COUNTY YOUTH PROGRAM**  
**PY 2019-2020 Planned versus Actual**

	Planned	Actual	% Attained
<b>TOTAL ENROLLMENTS FOR PY 19-20</b>	<b>YOUTH</b>		
Carried in Participants from PY 18-19	13	13	100%
New Enrolled Participants	9	5	56%
Enrolled Participants (new and carry-in)	22	18	82%
Closed & Exited Participants to Date	2	7	350%
Current Active Participants		11	
<b>PROGRAM SERVICES</b>			
20% Work Experience Requirement Includes:			
-Work Experience Services	5	4	80%
-OJT Services	1	0	0%
-Pre-Apprenticeship programs	1	0	0%
Occupational Skills Training	1	0	0%
Youth in Follow-up		7	
<b>EXIT STATUS</b>			
Entered Employment	1	0	0%
- <i>Training-related</i>			
Entered Military Service			
Entered Advanced Training			
Entered Postsecondary Education			
Entered Apprenticeship Program			
Returned to Secondary School			
Exited for Other Reasons	1	7	0%

	<b>YTD</b>
Youth In-School	22%
Youth Out of School	78%

**MENDOCINO COUNTY YOUTH PROGRAM**  
**PY 2019-2020 Planned verses Actual**

	Planned	Actual	% Attained
<b>TOTAL ENROLLMENTS FOR PY 19-20</b>	<b>YOUTH</b>		
Carried in Participants from PY 18-19	6	8	133%
New Enrolled Participants	37	9	24%
Enrolled Participants (new and carry-in)	43	17	40%
Closed & Exited Participants to Date	16	8	50%
Current Active Participants		9	
<b>PROGRAM SERVICES</b>			
20% Work Experience Requirement Includes:			
-Work Experience Services	8	8	100%
-OJT Services	0	0	
-Pre-Apprenticeship programs	0	0	
Occupational Skills Training	0	2	
Youth in Follow-up		10	
<b>EXIT STATUS</b>			
Entered Employment	11	5	45%
- <i>Training-related</i>	0	0	
Entered Military Service	0	0	
Entered Advanced Training	0	0	
Entered Postsecondary Education	0	0	
Entered Apprenticeship Program	0	0	
Exited for Other Reasons	5	3	60%

	YTD
Youth In-School	18%
Youth Out of School	82%

Revised 6/30/2020

100% of the year

**NAPA COUNTY YOUTH PROGRAM**  
**PY 2019-2020 Planned versus Actual**

	Planned	Actual	% Attained
<b>TOTAL ENROLLMENTS FOR PY 19-20</b>	<b>YOUTH</b>		
Carried in Participants from PY 18-19	13	13	100%
New Enrolled Participants	9	17	189%
Enrolled Participants (new and carry-in)	22	30	136%
Closed & Exited Participants to Date	18	12	67%
Current Active Participants		18	
<b>PROGRAM SERVICES</b>			
20% Work Experience Requirement Includes:			
-Work Experience Services			
-OJT Services	9	4	44%
-Pre-Apprenticeship programs			
Occupational Skills Training	9	0	0%
Youth in Follow-up		9	
<b>EXIT STATUS</b>			
Entered Employment	9	6	67%
- <i>Training-related</i>	6	2	33%
Entered Military Service			
Entered Advanced Training			
Entered Postsecondary Education			
Entered Apprenticeship Program			
Returned to Secondary School			
Exited for Other Reasons	4	6	150%

	<b>YTD</b>
Youth In-School	27%
Youth Out of School	73%



July 30, 2020

The Honorable Jared Huffman  
1527 Longworth House Office Building  
U.S. House of Representatives  
Washington, DC 20515

Dear Representative Huffman:

The Workforce Alliance of the North Bay applauds Congress' ongoing and bipartisan efforts to respond to the COVID-19 pandemic, including legislation that has shored up our unemployment insurance system, expanded access to food and other needed assistance programs, and otherwise helped to blunt the immediate impact of the crisis on America's families, workers, businesses, and economy.

Over the past six weeks, more than 33 million workers newly filed for unemployment benefits, and unemployment could easily reach [20 percent; cresting above even Great Depression era numbers](#). As we look to future packages that respond to our current crisis and its recovery, workers and businesses desperately need Congress to include vital investments in skills workers need to fill in-demand jobs today and to return to the workforce once our economy reopens.

**Specifically, I write you to urge Congress to immediately invest at least \$15 billion in our nation's workforce development system, consistent with investments proposed in the Relaunching America's Workforce Act, to ensure that we can respond quickly to current and projected demands for new workers in key industries, while helping those who have lost their jobs as a result of this crisis to transition to new family-supporting jobs.**

Funding of this magnitude will be necessary to allow for services aimed at assisting the millions of Americans who will need help navigating the new unemployment and reemployment process in this time of crisis and businesses working to reskill and upskill workers. It will help workers identify careers in in-demand industries and occupations, seek the education and training needed for these careers, and access supports like childcare and transportation that can help them succeed in training and in new jobs. It will ensure businesses are able to inform training provided in in-demand occupations and empower states and local areas to support access and analysis of labor market information necessary for rapid response to regional needs.

Our nation's workforce system – including workforce boards, labor unions, community and technical colleges, community-based organizations, and other stakeholders – stands ready to assist in getting U.S. workers and businesses the skills they need for today's challenges and tomorrow's economic resurgence. Unfortunately, current investments in the U.S. workforce system fall far short of the needs of workers, businesses, and communities. The U.S. invests 25 percent less in workforce programming today than we did before the great recession. During that downturn, the workforce system experienced

a more than 200 percent increase in the number of Americans seeking reemployment and training services. At that time, Congress responded with a 40 percent increase in funding for employment and training assistance through the American Reinvestment and Recovery Act – enabling the nation’s workforce system to serve more than 8 million people in 2009. Today’s crisis is even more acute and necessitates a more drastic investment to meet current and future need.

Again, I **urge Congress to invest at least \$15 billion in the nation’s workforce development system, including programs authorized under the Workforce Innovation and Opportunity Act (WIOA) that are designed to serve adults, dislocated workers and opportunity youth, as well as Wagner-Peyser and Adult Education and Family Literacy; and the Perkins Career and Technical Education Act as part of the next stimulus package.**

Thank you for your continued efforts to mitigate the harmful impacts of this pandemic on US workers and businesses, and we look forward to working with your offices to make sure our next legislative response includes necessary investments in our most important resource: our people.

Sincerely,



Bruce Wilson,  
Executive Director

cc: The Honorable Speaker Nancy Pelosi, The Honorable Leader Kevin McCarthy