



REGIONAL WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE MEETING AGENDA

**Wednesday, May 13, 2020
9:00 AM**

**WANB Administrative Office
1546 First Street, Second Floor, Napa**

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

CALL TO ORDER

- | | | |
|----|------|---------------------------------------|
| I. | 9:00 | A. Introductions
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 April 8, 2020 Meeting Minutes [Attachment II.A]
B. Approval of Subcommittee Members Renewal Applications [Attachment II.B]
The committee will review and approve renewal applications for membership to one of Advisory Subcommittees: <ul style="list-style-type: none"> Andrea Lackey – Marin Advisory Subcommittee Paula McCray – Napa Advisory Subcommittee Rebecca Southwick – Lake Advisory Subcommittee |
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REGULAR CALENDAR

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| III. | | 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.

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.

C. Receive Rapid Response Report from Business Services Team – Provide direction.

D. Membership – Committee will review membership and discuss recruitment |
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MEMBER/DIRECTOR REPORTS

- | | | |
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| IV. | | A. Member
B. Director <ul style="list-style-type: none"> a. Business Assistance Program(s) b. Ecological Restoration Initiative |
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ADJOURN

- | | | |
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| V. | | A. Adjourn |
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ATTACHMENT II.A



REGIONAL WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, April 8, 2020
9:00 AM

1546 First Street, Second Floor, Napa

Call-in number: 669 900 9128 Meeting ID: 424 486 1151

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; Executive Committee Vice Chair Maureen Mulheren; Policy & Oversight Subcommittee Chair David Tam; Mendocino Advisory Subcommittee Chair Lene Vinding; Marin Advisory Subcommittee Chair Susan Byrne; Lake Advisory Subcommittee Chair Monica Rosenthal.</p> <p>Workforce Alliance Staff Present: Executive Director, Bruce Wilson; Workforce Development Analyst, Sylwia Palczewska; Operations Officer Laura Davis; Fiscal Officer Taylor Swain; Business Services Representative, Stacey Caico; Chief Strategist, Racy Ming.</p> <p>Guests: CareerPoint MARIN Program Manager, Sherry Parr; MPIC Executive Director Candy De Los Santos, CareerPoint Lake Program Manager Christy Gard.</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 February 12, 2020 Meeting Minutes [Attachment II.A]</p> <p>Motion made to approve February 12, 2020 Meeting Minutes. M/S Suzie Byrne / Jeri Hansen Motion carried: 4-0 Yea: 4 Nay: 0 Abstentions: Maureen Mulheren, Monica Rosenthal Absent: Amar Inalsingh</p> <p>B. Approval of Subcommittee Members Renewal Applications [Attachment II.B] The committee will review and approve renewal applications for membership to one of Advisory Subcommittees:</p> <ul style="list-style-type: none">• Keith Dias – Marin Advisory Subcommittee• Mary Ann Perrine – Marin Advisory Subcommittee
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		<ul style="list-style-type: none"> • G Anthony Phillips – Napa Advisory Subcommittee • Mary Kay Sweeney – Marin Advisory Subcommittee • Vin Smith – Napa Advisory Subcommittee <p>Motion made as requested M/S Lene Vinding / Suzie Byrne Motion carried: 6-0 Yea: 6 Nay: 0 Abstentions: 0 Absent: Amar Inalsingh</p>
REGULAR CALENDAR		
III.		<p>A. Approval of Request for Additional Assistance funds from State of California. (Action) Staff requests committee approval to request funds to combat impacts of COVID-19 to economy and workforce.</p> <p>Motion made as requested M/S Monica Rosenthal / Lene Vinding Motion carried: 5-0 Yea: 5 Nay: 0 Abstentions: David Tam Absent: Amar Inalsingh</p> <p>B. Approval of Request for National Dislocated Worker Assistance funds through the State of California (Action) Staff requests committee approval to request funds to combat impacts of COVID-19 to economy and workforce.</p> <p>Motion made as requested M/S Monica Rosenthal / Lene Vinding Motion carried: 5-0 Yea: 5 Nay: 0 Abstentions: David Tam Absent: Amar Inalsingh</p> <p>C. COVID – 19 Workforce and Economy Discussion Staff requests committee discussion on COVID 19 impacts to the economy and workforce. Staff will present actions taken to date and planned from WANB.</p> <p>Executive Director Wilson reported on progress made to update WANB website with COVID-19 information and resources. Christy Gard reported out on virtual services offered by Lake and Mendocino CareerPoint Centers.</p>
MEMBER/DIRECTOR REPORTS		
IV.		A. Member

		<p>Monica Rosenthal reported on Virtual Town Hall Meeting for Lake County Business Owners. Stacey Caico will participate to represent WANB.</p> <p>David Tam reported out that EDD staff is available for the public via phone and email. He stressed that Unemployment Insurance requirement to seek work is temporarily waived.</p> <p>B. Director</p> <p>Bruce Wilson reported that all WANB staff is working remotely. He thanked Suzie Byrne and healthcare community for their commitment and all the work they do.</p>
A D J O U R N		
V.		<p>A. Adjourn</p> <p>Motion made to adjourn the meeting at 10:15 AM</p> <p>M/S David Tam / Suzie Byrne</p> <p>Motion carried: 6-0</p> <p>Yea: 6</p> <p>Nay: 0</p> <p>Abstentions: 0</p> <p>Absent: Amar Inalsingh</p>



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 _____ 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: Andrea Last Name: Lackey M.I.: A

Section II. County / Location

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

Section III. Occupational Information

Industry Sector:

Occupation / Title:

Employer:

Employer Address:		
City:	State:	Zip:
Employer Phone:		
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 type="checkbox"/> Business Member (Do you represent a "small business" as defined by the U.S. Small Business Administration? <input type="checkbox"/> Y <input type="checkbox"/> N) <i>Name of Business:</i>		
<input type="checkbox"/> Labor Organization <i>Name of Organization:</i>		
<input type="checkbox"/> Joint Labor-Management Apprenticeship Program <i>Name of Organization:</i>		
<input type="checkbox"/> Community-based Organization <i>Name of Organization:</i>		
<input type="checkbox"/> Adult Education and Literacy <i>Name of Provider:</i>		
<input type="checkbox"/> Higher Education <i>Name of Institution:</i>		
<input type="checkbox"/> Economic and Community Development <i>Name of Entity:</i>		
<input type="checkbox"/> State Employment Office		
<input type="checkbox"/> Vocational Rehab <i>Name of Program:</i>		
Section V.		
Describe how your participation on the WDB would advance Workforce Development programs.		

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.

Andrea A. Lackey

May 7, 2020

Signature

Date

Send completed applications to:

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

or email to:
boardadmin@workforcealliancenorthbay.org



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.

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Please check the appropriate box:

- ☐ Regional Workforce Development Board (WDB) Membership
- ☒ Advisory Subcommittee for Napa 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: Paula Last Name: McCray M.I.:

Section II. County / Location

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

Section III. Occupational Information

Industry Sector: Government

Occupation / Title: Employment Program manager


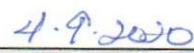
Employer: E.D.D

Employer Address: <u>144 marin</u>		
City: <u>Vallejo</u>	State: <u>CA</u>	Zip: <u>94590</u>
Employer Phone: <u>707-649-21706</u>		
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 type="checkbox"/> Business Member (Do you represent a "small business" as defined by the U.S. Small Business Administration? <input type="checkbox"/> Y <input type="checkbox"/> N) <i>Name of Business:</i>		
<input type="checkbox"/> Labor Organization <i>Name of Organization:</i>		
<input type="checkbox"/> Joint Labor-Management Apprenticeship Program <i>Name of Organization:</i>		
<input type="checkbox"/> Community-based Organization <i>Name of Organization:</i>		
<input type="checkbox"/> Adult Education and Literacy <i>Name of Provider:</i>		
<input type="checkbox"/> Higher Education <i>Name of Institution:</i>		
<input type="checkbox"/> Economic and Community Development <i>Name of Entity:</i>		
<input checked="" type="checkbox"/> State Employment Office		
<input type="checkbox"/> Vocational Rehab <i>Name of Program:</i>		
Section V.		
Describe how your participation on the WDB would advance Workforce Development programs.		

Please be advised that members of the Workforce Development Board:

- May be required to take an Oath of Office.
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- Must disclose financial interests as required by the County Code (Form 700).
- Must report any conflicts of interest as required by the County Code.

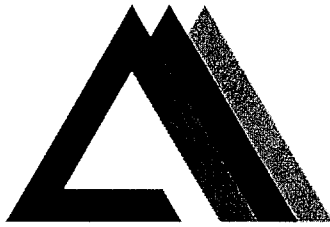
I hereby certify that all statements in this Application are true and complete to the best of my knowledge and execute this Application under penalty of perjury. I further certify that if I am appointed, I will serve fairly, impartially, and to the best of my ability.

	
Signature	Date

Send completed applications to:

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Please check the appropriate box:

- ☐ Regional Workforce Development Board (WDB) Membership
- ☒ Advisory Subcommittee for Lake 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: Rebecca

Last Name:

Southwick

M.I.: J.

Section II. County / Location

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

Section III. Occupational Information

Industry Sector: Finance

Occupation / Title: Loan Officer

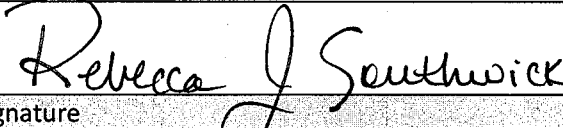
Employer: Community First Credit Union

Employer Address: 963 11th Street		
City: Lakeport	State: CA	Zip: 95453
Employer Phone: 707-546-6000		
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) <i>Name of Business:</i> Community First Credit Union		
<input type="checkbox"/> Labor Organization <i>Name of Organization:</i>		
<input type="checkbox"/> Joint Labor-Management Apprenticeship Program <i>Name of Organization:</i>		
<input type="checkbox"/> Community-based Organization <i>Name of Organization:</i>		
<input type="checkbox"/> Adult Education and Literacy <i>Name of Provider:</i>		
<input type="checkbox"/> Higher Education <i>Name of Institution:</i>		
<input type="checkbox"/> Economic and Community Development <i>Name of Entity:</i>		
<input type="checkbox"/> State Employment Office		
<input type="checkbox"/> Vocational Rehab <i>Name of Program:</i>		
Section V.		
Describe how your participation on the WDB would advance Workforce Development programs.		
<p>I am a mortgage lender and my territory covers both Lake and Napa counties. I work with borrowers from all types of economic backgrounds; career paths; and sectors. I feel that I am uniquely qualified to speak to emerging industry patterns and that I can offer a boots-on-the-ground perspective concerning what I am seeing in the financial world and how it's affecting real people in our communities.</p>		

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- 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.

	4/26/2020
Signature	Date

Send completed applications to:

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

or email to:
boardadmin@workforcealliancenorthbay.org