

ATTACHEMENT II.A

REGIONAL WORKFORCE DEVELOPMENT BOARD  
EXECUTIVE COMMITTEE MEETING  
MINUTES



**WORKFORCE ALLIANCE**  
OF THE NORTH BAY  
DRIVING WORKFORCE TALENT

Wednesday, August 11, 2021  
9:00 AM

1546 First Street, Napa CA 94559

Call-in number: +16699009128, Meeting ID: 986 5222 4677 Passcode: 433071  
<https://zoom.us/j/98652224677?pwd=YWpMVEtkSkxCY1o5bDZPeng5WFA3UT09>

CALL TO ORDER

I.	9:00	<p>A. Introductions</p> <p>Executive Committee Chair Jeri Hansen called the meeting to order at 9:03 AM.</p> <p>Members Present: Executive Committee Chair Jeri Hansen; Policy &amp; Oversight Subcommittee Chair Emilia Bartolomeu; Lake Advisory Subcommittee Chair Rebecca Southwick; Marin Advisory Subcommittee Chair Suzie Byrne; Napa Advisory Subcommittee Chair Mark Bontrager (left during item II.A)</p> <p>Workforce Alliance Staff Present: Executive Director, Bruce Wilson; HR Officer Taylor Swain; Workforce Development Specialist, Doug Orlando; Workforce Development Specialist, Sylwia Palczewska; One-Stop Manager, Brian Hooker; Project Director, Christy Gard.</p> <p>B. Public Comment</p> <p>None.</p> <p>C. Chair update</p> <p>D. Member update</p> <p>E. Director update</p> <p>F. Status of One-Stop Partner Meetings</p> <p>G. Status of CareerPoint North Bay Operations</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 July 14, 2021 Meeting Minutes [Attachment II.A]</p> <p>Motion made to approve July 14, 2021 Meeting Minutes M/S Emilia Bartolomeu / Suzie Byrne Motion carried: 4-0 Yea: 4 Nay: 0 Abstentions: 0 Absent: Mark Bontrager</p>
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REGULAR CALENDAR

III.

A. Ratification and approval Economic Modeling, LLC dba EMSI Amendment for a new amount of \$10,000. The tool provides current labor market information, business profile data, job posting analytics and wage compensation data which WANB staff use to assist businesses and community partners in the region making data driven decisions. (Action)

Motion made as requested  
M/S Rebecca Southwick / Suzie Byrne  
Motion carried: 4-0  
Yea: 4  
Nay: 0  
Abstentions: 0  
Absent: Mark Bontrager

B. WANB Board Membership Roster & Officers

Committee reviewed membership roster & terms and discussed vacancies.

C. Board Governance and Structure – Staff presented a document that outlines the current structure and the addition of possible “workforce issue” related regional subcommittees. (Action)

The committee members discussed role and goals for a proposed new ad-hoc subcommittee. Its focus would be:

- Diversity, equity, and inclusion
- Access
- Job quality
- Economic Recovery

No action was made.

ADJOURN

VI.

A. Adjourn  
The meeting was adjourned at 10:30 AM.