



**REGIONAL WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING MINUTES**

**Wednesday, February 9, 2022
9:00 AM**

Primary Location: 1546 First Street, Napa, CA 94559
Secondary Locations: 3618 Ruston Lane, Napa, CA 94558
401 Bicentennial Way, Santa Rosa, 95403
5 North 2nd Street, Harrington, Washington

Call-in number: +1 253 215 8782 **Meeting ID:** 834 9195 1841 **Passcode:** 379213
<https://us06web.zoom.us/j/83491951841?pwd=eXZlTmNvY1FCMTVhaHRZS2tiSjhYUT09>

CALL TO ORDER

I.		<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; Lake Advisory Subcommittee Chair, Rebecca Johnson (formerly Southwick); Marin Advisory Subcommittee Chair, Suzie Byrne; Napa Advisory Subcommittee Chair, Paul Hicks, Mendocino Advisory Representative, Frank Cuneo.</p> <p>Workforce Alliance/CareerPoint Staff Present: Executive Director, Bruce Wilson; Assistant Director, Laura Davis; HR Officer, Taylor Swain; WANB Project Manager, Jim Cassio; Workforce Development Analyst, Sita Williams; CareerPoint One-Stop Manager, Brian Hooker; CareerPoint Project Director, Christy Gard.</p> <p>Absent: N/A</p> <p>B. Public Comment</p> <p>None</p> <p>C. Chair update</p> <p>None</p> <p>D. Member update</p> <p>Frank Cuneo gave an update on the North Bay TIP Program.</p> <p>E. Director update</p> <p>Executive Director, Bruce Wilson, gave an update on the Good Jobs Grant inquiry, a presentation at CWA youth conference, and an opportunity with Partnership Health Plan.</p>
----	--	---

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 January 12, 2022 Meeting Minutes [Attachment II.A]</p> <p>Motion made to approve January 12, 2021 Meeting Minutes: M/S: Suzie Byrne/Paul Hicks Motion carried: 4-0 Yea: 4 Nay: 0 Abstentions: 1 (Frank Cuneo) Absent: 0</p>
-----	--	--

REGULAR CALENDAR

III.

A. Approval of Regional Workforce Development Board and Advisory Subcommittee Member Applications [Attachment III.A] **(Action)**

The committee will review and approve applications for board membership:

- a. Regional Workforce Development Board: Jason Henderson & Bryan Avila
- b. Marin Advisory Subcommittee: Bill Mueller

Motion made to approve Jason Henderson and Bryan Avila for the WANB Regional Workforce Development Board:

M/S: Suzie Byrne/Rebecca Johnson

Motion carried: 5-0

Yea: 5

Nay: 0

Abstentions: 0

Absent: 0

Motion made to approve Bill Mueller for the WANB Marin Advisory Subcommittee:

M/S: Suzie Byrne/Rebecca Johnson

Motion carried: 5-0

Yea: 5

Nay: 0

Abstentions: 0

Absent: 0

B. Contracts – Ratification and approval for following contracts **(Action)**

- a. Conservation Corps North Bay for a youth ecological program for \$61,016 (new 8-week work experience cohort)
- b. Arbor E&T, LLC dba Equus Workforce Solutions Amendment #1 for a new max \$4,192,579 (Carry in from the previous year)

Motion made to approve Conservation Corps youth ecological program:

M/S: Frank Cuneo/Paul Hicks

Motion carried: 5-0

Yea: 5

Nay: 0

Abstentions: 0

Absent: 0

Motion made to approve Arbor E&T, LLC dba Equus Workforce Solutions Amendment #1:

M/S: Suzie Byrne/Rebecca Johnson

Motion carried: 5-0

Yea: 5

Nay: 0

Abstentions: 0

Absent: 0

C. WANB Membership Discussion

Staff discussed the status of WANB membership and recruitment.

D. America's Job Center of California (AJCC) Update

Staff updated the Executive Committee on progress of the Marin and Napa County one-stop career centers.

E. WIOA Career Services Update

Christy Gard, CareerPoint North Bay Project Director, updated the WANB Executive Committee on WIOA Career Services.

ADJOURN

IV.

A. Meeting adjourned at 10:17 a.m.