

Attachment II.A

REGIONAL WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, May 11, 2022, 9:00 AM

Primary Location: 1546 First Street, Napa (upstairs)

Secondary Locations: 1111 Las Gallinas Ave, San Rafael, Room D

618 Ruston Lane, Napa & 401 Bicentennial Way, Santa Rosa

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 a.m.</p> <p>Members Present: Executive Committee Chair, Jeri Hansen; 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; Associate Director & Chief of Operations, Laura Davis; HR Officer, Taylor Swain; CareerPoint Project Director, Christy Gard.</p> <p>B. Public Comment</p> <p>None.</p> <p>C. Chair update</p> <p>None.</p> <p>D. Member update</p> <p>None.</p> <p>E. Director update</p> <p>Executive Director, Bruce Wilson, updated committee on a possible AJCC location at College of Marin, the One-Stop MOU status, and gave a reminder that the Mendocino, Lake and Napa Advisory Subcommittee meetings will be held on May 25 & 26.</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 April 13, 2022 Meeting Minutes [Attachment II.A]</p> <p>Motion made to approve April 13, 2022 Meeting Minutes:</p> <p>M/S: Suzie Byrne/ Frank Cuneo</p> <p>Motion carried: 4-0</p> <p>Yea: 4</p> <p>Nay: 0</p> <p>Abstentions: 0</p> <p>Absent: 0</p>
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REGULAR CALENDAR

III.		<p>A. Approval of Advisory Subcommittee Members Applications [Attachment III.A] The Executive Committee will review and approve applications for advisory subcommittee membership:</p> <ol style="list-style-type: none"> 1. Mendocino Advisory Subcommittee: Jolee White, Adventist Health – New 2. Mendocino Advisory Subcommittee: Laura Liberty, Factory Pipe – New 3. Lake Advisory Subcommittee: Susan Parker, Lake County – Renewal 4. Marin Advisory Subcommittee: Heather Bettini, Community Action Marin - New 5. Marin Advisory Subcommittee: Miles Smith, IBM – New 6. Marin Advisory Subcommittee: Katheryn Horton, College of Marin – Renewal 7. Marin Advisory Subcommittee: Jaemi Naish, Tamalpais Adult School – Renewal <p>Motion made to approve 7 WANB Advisory Subcommittee Membership Applications/Renewal Applications: M/S: Paul Hicks/ Suzie Byrne Motion carried: 4-0 Yea: 4 Nay: 0 Abstentions: 0 Absent: 0</p> <p>B. WANB Year-to-Date Expenditures and Transfer Request - Staff provided committee with an update on formula expenditures and will request budget line-item transfers.</p> <p>Motion made as requested. M/S: Frank Cuneo/ Paul Hicks Motion carried: 4-0 Yea: 4 Nay: 0 Abstentions: 0 Absent: 0</p> <p>C. Regional Equity and Recovery Partnership Grant – Staff updated the committee on a new regional grant WANB is applying for in partnership with Sonoma and Solano Counties.</p> <p>D. Small Business Development Center Application and Results – Staff provided the committee with an update on WANB efforts to become host agency of the Napa/Lake SBDC.</p> <p>E. One-Stop MOU Update – Staff provided the Executive Committee with an update on the One-Stop MOU.</p>
ADJOURN		
IV.		<p>A. Adjourn Meeting adjourned at 9:57 a.m.</p>