

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

**Wednesday, February 8th, 2023, 9:00 AM**

**Primary Location:** 1546 First Street, Napa 94559 (upstairs Training Room)

**Secondary Locations:** 2550 N. State Street, Ste. #3, Ukiah 95482

4 Forrester Lane, Yountville 94559

3618 Ruston Lane, Napa 94558



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

**Call-in number:** +1 669 444 9171 **Meeting ID:** 817 7991 9702 **Passcode:** 080502

**CALL TO ORDER**

I.	<p><b>Called to order 9:02am.</b></p> <p><b>A. Introductions</b></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; Napa Advisory Subcommittee Chair, Paul Hicks, Marin Advisory Subcommittee Chair, Jason Hendersen</p> <p>Workforce Alliance present: Bruce Wilson, Sylwia Palczewska, Taylor Swain, Sita Williams</p> <p>CareerPoint Staff present: Eric Walker</p> <p>Public: Lynn Perez, Teresa Brown</p> <p><b>B. Public Comment</b> None</p> <p><b>C. Chair Update</b> None</p> <p><b>D. Member Update</b> None</p> <p><b>E. Director Update – REVIEW THIS SECTION OF NOTES</b></p> <p>Welcome Sylwia Palczewska back to WANB.</p> <p>CERF grant application for nine bay area counties applying together. There will be another \$600 million available in the next few years.</p> <p>Two hiring events completed, one more scheduled.</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><b>A. Approve January 11<sup>th</sup>, 2023 Meeting Minutes [Attachment II.A]</b></p> <p>M/S: Paul Hicks/Jason Henderson Motion carried: 3-0 Yea: 3 Nay: 0 Abstentions: 0</p>
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Absent: 1

## REGULAR CALENDAR

III.

**A. Strategic Plan (Action)** [[Board Letter](#)]

Bruce Wilson provided short summary of why we need to update our Strategic Plan documents.

M/S: Jason Henderson/Paul Hicks

Motion carried: 3-0

Yea: 3

Nay: 0

Abstentions: 0

Absent: 1

**B. Board Membership (Discussion and possible action)**

Bruce Wilson presented current board membership status and plan to fill vacancies. No action.

**C. New Members & Renewal Members (Action)**

a. Approve new member Aideen Gaidmore for the Marin Advisory Board [[Aideen Gaidmore](#)]

b. Approve new member Stacey Caico for the Mendocino Advisory Board [[Stacey Caico](#)]

c. Approve renewal of member Vincent Smith for RWDB and Napa Advisory Board [[Vincent Smith](#)]

d. Approve renewal of member Keith Dias for RWDB and Marin Advisory Board [[Keith Dias](#)]

M/S: Paul Hicks/Jason Henderson

Motion carried: 3-0

Yea: 3

Nay: 0

Abstentions: 0

Absent: 1

**D. CareerPoint/Equus Budget Transfer (Action)** [[Budget Transfer Request](#)]

M/S: Paul Hicks/Jason Henderson

Motion carried: 3-0

Yea: 3

Nay: 0

Abstentions: 0

Absent: 1

**E. Planning for Regional Workforce Board Study Session (Discussion)**

a. Members and Staff will plan for upcoming study session in March

Targeting Thursday, March 30<sup>th</sup> but waiting for facilitator, Bob Lanter, to confirm.

Event will focus on WIOA 101 for new board member on ramping. What can we achieve as board members?

**F. State of the Workforce Report Overview (Presentation & Discussion)**

Board members should block out April 18<sup>th</sup> in calendars for a dynamic workforce policymaker summit.

**G. Napa Workforce Policy Summit (Presentation & Discussion)**

		Discussed as part of item F.
<b>ADJOURN</b>		
IV.		<b>A. Adjourn</b> Adjourned at 10:02am