



**REGIONAL WORKFORCE DEVELOPMENT  
BOARD MEETING MINUTES**

**Thursday, December 8th, 2022, 10:00 AM**

**Primary Locations:**

- Lake Location:** CareerPoint Lake, 55 First Street, Suite 114, Lakeport, CA, Osprey Rm.
- Marin Location:** 1111 Las Gallinas Ave., San Rafael, CA Marin-Foundation Room
- Mendocino Location:** Mendocino College, 1000 Hensley Creek Rd. Ukiah, CA Room 4134
- Napa Location:** CareerPoint Napa, 1546 First Street, Napa, CA, Upstairs

**Secondary Locations:**

- 817 Mission Avenue, San Rafael, CA 94901
- 4350 Central Place, Fairfield, CA 94534
- 3618 Ruston Lane, Napa, CA 94558

**Zoom Call-In Information:**

<https://us06web.zoom.us/j/89948446326?pwd=VXNCVE8vV2pleUxUZXdhLytIN3Z4dz09>  
Call-in Number: +1 253 215 8782 Meeting ID: 899 4844 6326 Passcode: 131154

**CALL TO ORDER**

- I.
  - A. Welcome, Introductions, Agenda Review  
Chair, Jeri Hanson called the meeting to order at 10:01 a.m.
  - Board Members Present: Jeri Hansen, Bryan Avila, Frank Cuneo (had to leave at 10:17 a.m.), Keith Diaz (had to leave at 11:27 a.m.), Robert Eyler, Geovanni Flores, Marty Flynn, Paul Hicks, Ken Lippi (had to leave at 10:39 a.m.), Vincent Smith, Joanne Webster (joined at 10:17 a.m. left at 11:03 a.m.), Mark Van Gorder,
  - Members Absent: Emilia Bartolomeu, Elizabeth Sheehan, Jason Henderson, Cecilia Zamora, David Wayte, Christy Pedroncelli-Smith
  - Workforce Alliance Staff Present: Bruce Wilson, Taylor Swain, Laura Davis, Wayne Everbeck, Sita Williams
  - B. Public Comment  
None
  - C. Chair Update  
Jeri Hansen is interested in creating a full Board Retreat in 2023
  - D. Members Update  
Frank Cuneo promoted the North Bay Trades Introduction Program (NB TIP) upcoming cohort of 2023
  - E. Executive Director Update  
We are going to have 2 hiring events a month in each county and a job fair for each county in the Spring and Fall

**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 member. Items are approved with one single motion.

- II.
  - A. **Approval of June 9th, 2022, Meeting Minutes** [[Attachment II.A](#)]
  - B. **Ratification of Subcommittee Member Applications** [[Board Letter II.B](#)] [[Attachment II.B](#)]

Motion made to approve consent calendar item II.A and ratification of subcommittee member applications II.B

M/S Bryan Avila / Robert Eyer

Passed: Yes 10-0

Yea: 10

Nay: 0

Abstentions: Mark Van Gorder

REGULAR CALENDAR / DISCUSSION

III. A. **Homeless Hiring Tax Credit** [\[Board Letter III.A\]](#) [\[Attachment III.A\]](#)

Sita presented a PowerPoint presentation on the details surrounding the Homeless Hiring Tax credit program

B. **Approve WIOA Negotiated Performance Indicators** [\[Board Letter III.B\]](#) [\[Attachment III. B\]](#)

**Laura Davis discussed our WIOA performance indicators with the board.**

Motion made to approve WIOA Negotiated Performance Indicators III.A

M/S Keith Dias / Vincent Smith

Passed: Yes 10-0

Yea: 10

Nay: 0

Abstentions:

C. **Ratification of 2022-23 1<sup>st</sup> Quarter Dashboard Reports** [\[Board Letter III.C\]](#) [\[Attachment III.C\]](#)

Motion made to ratification of 2022-23 1<sup>st</sup> Quarter Dashboard Reports III.C

M/S Paul Hicks / Bryan Avila

Passed: Yes 8-0

Yea: 8

Nay: 0

Abstentions:

D. **Draft 2023 Master Board Meeting Calendar** [\[Attachment III.D\]](#)

Motion made to approve the 2023 Master Board Meeting Calendar III.D

M/S Mark Van Gorder / Vincent Smith

Passed: Yes 8-0

Yea: 8

Nay: 0

Abstentions:

**E. CareerPoint Staff program success story** [[Board Letter III.E](#)]

Shared a video of a Program participant utilizing CareerPoint services in Marin

**F. New CareerPoint North Bay App** [[Board Letter III.F](#)]

**G. Ratify Approval of Workforce Alliance Agreements** [[Board Letter III.G](#)]

Motion made to Ratify Approval of Workforce Alliance Agreements III.G

M/S Bryan Avila / Marty Flynn

Passed: Yes 8-0

Yea: 8

Nay: 0

Abstentions:

IV. A. Adjourn 11:54