



WORKFORCE ALLIANCE
OF THE NORTH BAY
 DRIVING WORKFORCE TALENT

REGIONAL WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE
MEETING MINUTES

May 14th, 2025 – 9:00 to 10:30 AM

Lake: Saw Shop Public House, 3825 Main St, Kelseyville, CA 95451
 Mendocino: LLRC Building, Room 4238, 1000 Hensley Creek Rd, Ukiah, CA 95482

Napa: Clover Rm, 2751 Napa Valley Corporate Drive, Napa CA 94559

Solving workforce issues as a community will require stakeholders to:

1. **Coordinate and collaborate across organizations**, understanding that the work cannot be accomplished in siloes. Each partner organization brings unique expertise, networks, and resources to the table and should understand their organization’s role in advancing key pieces of the overall strategy.
2. **Follow the lead of employers**, the end-users of our region’s talent “supply chain.” Focus on the benefits to employers of collaborating to grow the pool of talent for all and the skills that are aligned to common industry pain points.
3. **Focus on skills**, the common language that brings together job seekers, employers, and educators for mutual benefit.

CALL TO ORDER

I.	<p>Called to order at 9:01am.</p> <p>A. Welcome, Introductions</p> <p>Members: Christy Smith, Marty Flynn, Paul Hicks, and Weston Seifert.</p> <p>Staff: Bruce Wilson, Laura Davis, Doug Orlando, Nik Inalsingh, Stefan Ochoa, Victoria Pulido, and Zachary Koblick De Leon.</p> <p>B. Public Comment</p> <p>None.</p> <p>C. Chair’s Remarks</p> <p>None</p>
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CONSENT CALENDAR

II.	<p>A. May 14th, 2025 Meeting Minutes (Action) [Attachment II.A]</p> <p>M/S: Christy Smith/Paul Hicks</p> <p>Passes: 4-0</p> <p>No abstentions.</p>
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GOVERNANCE CALENDAR

III.	<p>A. Agreements (Action)</p> <ul style="list-style-type: none"> a. CareerTeam Marin AJCC Sublease b. CareerTeam Napa AJCC Sublease <p>Stefan Ochoa explained the subleases.</p> <p>M/S: Paul Hicks/Christy Smith</p> <p>Passes: 4-0</p> <p>No abstentions.</p> <p>B. Board Membership (Action)</p> <ul style="list-style-type: none"> a. Committee will review applications for membership. <p>Stefan Ochoa and Bruce Wilson introduced the new RWDB member applications.</p> <p>M/S: Christy Smith/Marty Flynn</p> <p>Passes: 4-0</p> <p>No abstentions.</p>
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INFORMATION / DISCUSSION

IV.	<p>A. Legislative Update (Information)</p> <p>Bruce Wilson provided an update.</p> <p>B. CareerTeam Transition (Information)</p> <p>Claudia Aceves provided an update on the transition.</p> <p>C. MOU Process (Information)</p> <p>Bruce Wilson and Doug Orlando provided an update.</p> <p>D. County Workforce Updates (Information)</p> <p>Nik Inalsingh, Victoria Pulido, and Zach Koblick De Leon provided updates on Napa, Marin and Lake counties.</p>
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MEMBER / COMMITTEE / DIRECTOR REPORTS

V.	<p>A. Member's Report</p> <p>None.</p> <p>B. Director's Report</p> <p>Bruce Wilson provided an update on the Workforce Alliance of the North Bay.</p>
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Meeting adjourned at 10:12am.

ADJOURN

All public meetings and events sponsored or conducted by the Workforce Alliance of the North Bay are held on accessible sites. Requests for accommodation may be made by calling (707) 699-1951 (voice) or e-mailing info@workforcealliancencorthbay.org at least five business days in advance of the event. Copies of documents are available in alternative formats, upon written request.