

# WANB GOVERNING BOARD SPECIAL MEETING MEETING MINUTES

Monday, June 23<sup>rd</sup>, 2025, 3:30 PM

## Primary Meeting Locations:

Lake – Conference Rm B, 255 North Forbes St #109, Lakeport, CA 95453  
Marin – West Marin Multi-Services Center, 1 Sixth Street, Point Reyes Station, CA 94956

Mendocino – Conference Rm B, 501 Low Gap Rd, Ukiah, CA 95482  
Napa - Crystal Conference Room, 1195 Third Street, Suite 310, 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. Called to order 3:30pm.
- A. **Welcome, Introductions**
- Staff: Bruce Wilson, Taylor Swain, Stefan Ochoa, Sita Williams, Zachary Koblick De Leon, Laura Davis, Victoria Pulido and Emma Wilson.
- Members: Dennis Rodoni, Bernie Norvell, Madeline Cline, Liz Alessio, and Joelle Gallagher.
- Speakers: Anthony Terlizzi, Claudia Aceves, and Harrison Tonne.
- B. **Public Comment**
- No public comment.
- C. **Director’s Report**
- I. Legislative Report
- Bruce Wilson gave a legislative report.

## GOVERNANCE CALENDAR

- II.
- A. **2024-2025 Budget Amendment #1 (Action)** [[Board Letter II.A](#)]
- Taylor Swain explained the budget amendment.
- M/S: Liz Alessio/Madeline Cline
- Passes: 5-0
- No abstentions.
- B. **2025-2026 Budget (Action)** [[Board Letter II.B](#)]

Taylor Swain discussed the budget.

Joelle Gallagher/Bernie Norvell

Passes: 5-0

No abstentions.

## 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.

III. A. **Approve Meeting Minutes March 21st, 2025 (Action)** [[Attachment III.A](#)]

M/S: Bernie Norvell/Madeline Cline

Passes: 5-0

No abstentions.

B. **Agreements (Action)** [[Board Letter III.B](#)]

M/S: Bernie Norvell/Madeline Cline

Passes: 5-0

No abstentions.

C. **Approve Regional Workforce Development Board Members (Action)** [[Board Letter III.C](#)]

M/S: Bernie Norvell/Madeline Cline

Passes: 5-0

No abstentions.

D. **Local Area Subsequent Designation and Local Board Recertification PY 25 – 27 (Action)** [[Board Letter III.D](#)]

M/S: Bernie Norvell/Madeline Cline

Passes: 5-0

No abstentions.

## INFORMATION / DISCUSSION ITEMS

IV. A. **CareerTeam Transition**

Anthony Terlizzi and Claudia Aceves gave an update on the transition.

B. **CareerEdge Demo**

Harrison Tonne presented a demo on the CareerEdge platform.

## COUNTY SPECIFIC STRATEGIC UPDATES

V.

### OBJECTIVE 1 – Talent Attraction

*Focus: Better matching of current workforce with local job openings; attracting skilled out-of-market talent to fill jobs where demand eclipses local workforce capacity.*

#### A. **Lake County Heart Hub** ([Information](#))

Sita Williams presented.

#### B. **Napa County Job Fair** ([Information](#))

Bruce Wilson presented.

### OBJECTIVE 2 – Transferable Skills

*Focus: Upskilling and reskilling workers already in your area with short-term training and credentials that are nimble enough to evolve with market demand.*

### OBJECTIVE 3 – Technical and Certificate Programs

*Focus: Near-term alignment of forecasted industry demand with local talent development programming to facilitate attainment of the most relevant degrees and certifications.*

#### C. **Lake Wildfire Resilience Program** ([Information](#))

Victoria Pulido presented.

#### D. **Marin Step Grant** ([Information](#))

Zachary Koblick De Leon presented.

### OBJECTIVE 4 – Advanced Skill Sets

*Focus: Long-term alignment of higher education programming to develop a sustainable highly skilled pipeline for the region's driver industries.*

#### E. **Mendocino Healthcare Education & Workforce Summit** ([Information](#))

Sita Williams presented.

### OBJECTIVE 5 – Information Gap

*Focus: Build awareness of high-demand high-potential career pathways with industry-aligned programming in middle and high school.*

#### F. **Labor Market Analysis – Napa County Population Decline** ([Information](#)) ([Board Letter V.F](#))

Stefan Ochoa presented.

### OBJECTIVE 6 – Starting Early

*Focus: Draw students to foundational career and technical education programs by sparking interest in STEM and the world of work.*

## CLOSING

VI.

#### A. **Governing Board Member Updates**

No updates.

#### B. **Next Meeting Date is September 19<sup>th</sup> at 3:00pm**

Meeting adjourned at 5:02pm.

