



REGIONAL WORKFORCE DEVELOPMENT BOARD AGENDA MEETING MINUTES

Thursday, June 12th 2025, 10:00 AM

Primary Meeting Locations:

Lake Location - 3825 Main St, Kelseyville, 95451
Marin CareerPoint – Rm 233, Building 27, 1800 Ignacio Blvd, Novato CA
Mendocino CareerPoint – Conference Rm, 2550 N. State Street, Ukiah CA
Napa CareerPoint – Fuschia Rm, 2751 Napa Valley Corporate Drive, Napa CA

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 at 10:03am.

A. Welcome, Introductions

Staff Members: Bruce Wilson, Laura Davis, Doug Orlando, Sita Williams, Nik Inalsingh, Victoria Pulido, Zachary Koblik De Leon, and Stefan Ochoa

Members: Geovanni Flores, Bryan Avila, Marty Flynn, Neal Harrison, Sean Nunez, Weston Seifert, Vin Smith, Kris Organ, Don Smith, Claudia Obera De Luna, Christy Smith, Paul Hicks and Frank Cuneo

Speakers: Claudia Aceves, Harrison Tone, and Anthony Terlizzi.

B. Public Comment

No public comment.

C. Chair's Remarks

Bruce Wilson provided a legislative update.

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 March 13th, 2025 Meeting Minutes [[Attachment II.A](#)]

M/S: Vincent Smith/Bryan Avila

Passes: 13-0

No abstentions.

GOVERNANCE CALENDAR

III.	A. Approve Board Membership Application (Action) [Board Letter III.A] M/S: Kris Organ/Bryan Avila Passes: 12-0 One abstention. B. Local Area Subsequent Designation and Local Board Recertification PY 25 – 27 (Action) [Board Letter III.B](Attachment III.B) M/S: Paul Hicks/Weston Seifert Passes: 13-0 No abstentions. C. Agreements (Action) [Board Letter III.C] M/S: Kris Organ/Neal Harrison Passes: 13-0 No abstentions.
INFORMATION / DISCUSSION/ ACTION ITEMS	
IV.	A. Equus to CareerTeam Transition (Information) Claudia Aceves presented updates on the transition. B. CareerEdge Demo (Information) Harrison Tone provided a walk-through of the CareerEdge platform. Discussion occurred. C. County Liaison Reports (Information) Nik Inalsingh presented Napa County updates. Zachary Koblick De Leon presented Marin County updates.
BUSINESS CALENDAR	

V.	OBJECTIVE 1 – Talent Attraction <i>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.</i> A. Lake County Heart Hub (Information) Sita Williams presented. OBJECTIVE 2 – Transferable Skills <i>Focus: Upskilling and reskilling workers already in your area with short-term training and credentials that are nimble enough to evolve with market demand.</i> B. Lake Wildfire Resilience Program (Information) Victoria Pulido presented. OBJECTIVE 3 – Technical and Certificate Programs <i>Focus: Near-term alignment of forecasted industry demand with local talent development programming to facilitate attainment of the most relevant degrees and certifications.</i> OBJECTIVE 4 – Advanced Skill Sets <i>Focus: Long-term alignment of higher education programming to develop a sustainable highly skilled pipeline for the region’s driver industries.</i> C. Mendocino Healthcare Education & Workforce Summit (Information) Sita Williams presented. OBJECTIVE 5 – Information Gap <i>Focus: Build awareness of high-demand high-potential career pathways with industry-aligned programming in middle and high school.</i> D. Labor Market Analysis – Napa County Population Decline (Information) (Board Letter V.D) Stefan Ochoa presented. OBJECTIVE 6 – Starting Early <i>Focus: Draw students to foundational career and technical education programs by sparking interest in STEM and the world of work.</i>
CLOSING	
VI.	A. Director’s Report a. Legislative Report Bruce Wilson gave the legislative report under Chair’s Remarks, B. Member Updates No member updates. Meeting adjourned at 11:58am