



WORKFORCE ALLIANCE
OF THE NORTH BAY
 DRIVING WORKFORCE TALENT

REGIONAL WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE
MEETING MINUTES

October 8th, 2025 – 9:00 to 10:30 AM

Lake: Saw Shop Public House, 3825 Main St, Kelseyville, CA

Mendocino: Mendocino College, LLRC Building, Room 4232, 1000 Hensley Creek Rd,
 Ukiah, CA

Napa: Napa HHS, Clover 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.	<p>Called to order 9:01am.</p> <p style="padding-left: 20px;">A. Welcome, Introductions</p> <p>Staff: Bruce Wilson, Taylor Swain, Nik Inalsingh, Zachary Koblick De Leon, Victoria Pulido, Doug Orlando, Sita Williams, Stefan Ochoa and Laura Davis.</p> <p>Members: Vin Smith, Weston Seifert, Marty Flynn, and Christy Smith.</p> <p>Guest Speakers: None.</p> <p>Public Members: None.</p> <p style="padding-left: 20px;">B. Public Comment</p> <p>None.</p> <p style="padding-left: 20px;">C. Chair’s Remarks</p> <p>None.</p>
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CONSENT CALENDAR

II.	<p style="padding-left: 20px;">A. August 13th, 2025 Meeting Minutes (Action) [Attachment II.A]</p> <p>M/S: Marty Flynn/Christy Smith</p>
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Passes: 3-0

One abstention.

GOVERNANCE CALENDAR

III.

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

M/S: Christy Smith/Vin Smith

Passes: 4-0

No abstentions.

B. Approve Board Membership [[Board Letter III.B](#)]

M/S: Christy Smith/Vin Smith

Passes: 3-0

One abstention.

INFORMATION / DISCUSSION

IV.

A. CDBG-DR Update (**Information**)

Victoria Pulido presented. Discussion occurred.

B. CareerTeam Update (**Information**)

Bruce Wilson provided an update. Discussion occurred.

C. One-Stop Partnership Discussion (**Information**)

Bruce Wilson provided an update. Discussion occurred.

MEMBER / COMMITTEE / DIRECTOR REPORTS

V.

A. Member's Report

None.

B. Director's Report

Buce Wilson provided an update on the Career Team app that is in development.

Meeting adjourned at 10:02am.

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@workforcealliancenorthernbay.org at least five business days in advance of the event. Copies of documents are available in alternative formats, upon written request.