



# REGIONAL WORKFORCE DEVELOPMENT BOARD AGENDA

Thursday, December 11th 2025, 10:00 AM

**Primary Meeting Locations:**

Saw Shop Public House - 3825 Main St, Kelseyville, CA  
 Marin CareerPoint – Rm 233, Building 27, 1800 Ignacio Blvd, Novato, CA  
 Mendocino College – Rm 4232, LLRC Building, 1000 Hensley Creek Rd, Ukiah, CA  
 Napa CareerPoint – Fuschia Rm, Building A, 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

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| I. | <ul style="list-style-type: none"> <li>A. <b>Welcome, Introductions</b></li> <li>B. <b>Public Comment</b></li> <li>C. <b>Chair’s Remarks</b></li> </ul> |
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## 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.

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| II. | <ul style="list-style-type: none"> <li>A. <b>Approval of September 11th, 2025 Meeting Minutes</b> [<a href="#">Attachment II.A</a>]</li> </ul> |
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## GOVERNANCE CALENDAR

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| III. | <ul style="list-style-type: none"> <li>A. <b>Agreements (Action)</b> [<a href="#">Board Letter III.A</a>]           <ul style="list-style-type: none"> <li>I. WSI – AI contract</li> <li>II. South Bay WIB Apprenticeship</li> </ul> </li> <li>B. <b>Approve New Board Members (Action)</b> [<a href="#">Board Letter III.B</a>]</li> <li>C. <b>Job Quality Framework (Action)</b> [<a href="#">Board Letter III.C</a>] [<a href="#">Attachment III.C</a>]</li> </ul> |
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## INFORMATION / DISCUSSION / ACTION ITEMS

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| IV. | <ul style="list-style-type: none"> <li>A. <b>Communications and Outreach Committee Report Out</b> – The Chair of the committee will reflect on the work and accomplishments of the committee and will elicit additional assistance from the board as appropriate. <b>(Information/Discussion)</b> <ul style="list-style-type: none"> <li>I. Career Team App Presentation</li> </ul> </li> <li>B. <b>Workforce Issues and Opportunities Committee Report Out</b> - The Chair of the committee will reflect on the</li> </ul> |
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work and accomplishments of the committee and will elicit additional assistance from the board as appropriate. ([Information/Discussion](#))

- I. 501(c)(3) consideration

## BUSINESS CALENDAR

These items are included in the County specific newsletters which are attached. Any item will be discussed separately at the request of any member.

V.

[Lake County Newsletter](#)

[Marin County Newsletter](#)

[Mendocino County Newsletter](#)

[Napa County Newsletter](#)

### 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. **CareerPoint Napa September Hiring Event** ([Information](#))
- B. **San Rafael Level-Up Employment Expo (LUEE)** ([Information](#))
- C. **Napa Small Business Fair** ([Information](#))

### 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.*

- D. **Lake Wildfire Resilience Program** ([Information](#))
- E. **Promoting Career Edge North Bay** ([Information](#))

### 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.*

- F. **Job Search Readiness Workshop** ([Information](#))
- G. **West Marin Connect Resource Fair** ([Information](#))

### 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.*

- H. **Napa Chamber Economic Outlook Conference** ([Information](#))

### OBJECTIVE 5 – Information Gap

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

- I. **E2E - Education to Employment Summit** ([Information](#))
- J. **Workforce News Flash - Mendocino and Lake Counties** ([Information](#))
- K. **Labor Market Analysis – WANB Talent Attraction Scorecard** ([Information](#)) [[Board Letter V.K](#)]

### OBJECTIVE 6 – Starting Early

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

- L. **Coastal Connections – Fort Bragg** ([Information](#))
- M. **Workforce Development & Justice Partner Convening** ([Information](#))

### OBJECTIVE 7 – One Stop Partner Integration

*Focus: Short and long-term integration of employment and training focused community partners that work together in a seamless fashion to assist Job Seekers and Employers*

- N. **CareerTeam at West Marin HHS** ([Information](#))

## CLOSING

VI.

A. **Director's Report**

a. ETPP Grant

B. **Member Updates**