



WANB GOVERNING BOARD MEETING MINUTES

Friday, December 19th, 2025, 3:00 PM

Primary Meeting Locations:

- Lake – Conference Rm B, 255 North Forbes St #109, Lakeport, CA 95453
- Marin – Room 324A, 3501 Civic Center Drive, Room, San Rafael CA 94903
- Mendocino – Conference Rm A, 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.	<p>Called to order at 3:05pm.</p> <p>A. Welcome, Introductions</p> <p>Staff: Bruce Wilson, Laura Davis, Sita Williams, Laura Davis, Doug Orlando, Zachary Koblick De Leon, Victoria Pulido, Taylor Swain, Nik Inalsingh, Bryan Avila, and Stefan Ochoa.</p> <p>Members: Jessica Pyska, Bruno Sabatier, Dennis Rodoni, Brian Colbert, and Liz Alessio.</p> <p>B. Public Comment</p> <p>None.</p>
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GOVERNANCE CALENDAR

II.	<p>A. Approve New Board Members (Action) [Board Letter II.A]</p> <p>Bruce presented two new applicants and recommended them to the Regional Workforce Development Board.</p> <p>M/S: Bruno Sabatier/Liz Alessio</p> <p>Passes: 5-0</p> <p>No abstentions.</p>
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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.

III.	<p>A. Approve Meeting Minutes September 19th, 2025 (Action) [Attachment III.A]</p> <p>M/S: Brian Colbert/Liz Alessio</p> <p>Passes: 5-0</p>
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No abstentions.

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

M/S: Brian Colbert/Liz Alessio

Passes: 5-0

No abstentions.

C. One Stop MOU Approval and Partnership Update (Action) [Board Letter III.C]

M/S: Brian Colbert/Liz Alessio

Passes: 5-0

No abstentions.

INFORMATION / DISCUSSION ITEMS

IV.

A. Job Quality Framework [Board Letter IV.A] [Attachment IV.A]

Bruce Wilson introduced the Job Quality Framework. Discussion occurred.

B. Labor Market Analysis – WANB Talent Attraction Scorecard [Board Letter IV.B]

Stefan Ochoa presented the WANB Regional Talent Attraction Scorecard. Discussion occurred.

C. Regional Workforce Development Board Report Out

I. Communications and Outreach Committee – New downloadable app

Victoria Pulido presented an update on the development of the Career Team app. Discussion occurred.

II. Workforce Issues and Opportunities Committee – 501c3

Zachary Koblick De Leon presented the potential 501(c)(3) development. Discussion occurred.

COUNTY SPECIFIC STRATEGIC UPDATES

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](#)

Sita Williams gave an update on the Lake County job fair.

[Marin County Newsletter](#)

Zachary Koblick De Leon gave an update on the job fairs that recently occurred.

[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](#))

OBJECTIVE 6 – Starting Early

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

- K. **Coastal Connections – Fort Bragg** ([Information](#))
- L. **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

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

CLOSING

VI.

A. Director's Report

Bruce Wilson gave an update on the ETPP grant submission.

B. Governing Board Member Updates

Supervisor Alessio gave an update on the continued work of the childcare coalition within Napa County.

C. Next Meeting Date is March 20th at 3:00pm

Meeting adjourned at 4:32pm.