



REGIONAL WORKFORCE DEVELOPMENT BOARD MEETING MINUTES

Thursday, September 12th 2024, 10:30 AM

Primary Meeting Locations:

Lake CareerPoint – 55 First St, Suite 114, Lakeport CA
Marin CareerPoint – 1800 Ignacio Blvd, Building 27, Novato CA
Mendocino CareerPoint – 2550 N. State Street, Ukiah CA
Napa CareerPoint – Sage 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 10:37am.

A. Welcome, Introductions

Members: Paul Hicks, Weston Seifert, Bryan Avila, Bill Mueller, Frank Cuneo, Geovanni Flores, Kris Organ, Christy Pedroncelli-Smith, Ken Lippi, Claudia Obera De Luna, Sean Nunez.

Staff: Bruce Wilson, Taylor Swain, Laura Davis, Doug Orlando, Lisa Marie, Eric Walker, Nik Inalsingh.

B. Public Comment

None.

C. Chair's Remarks

None.

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 June 13th, 2024 Meeting Minutes [\[Attachment II.A\]](#)

M/S: Bryan Avila / Christy Smith

Passes: 10-0

Bill Mueller abstains.

GOVERNANCE CALENDAR

III.

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

M/S: Paul Hicks / Christy Smith

	<p>Passes: 11-0</p> <p>No abstentions.</p>
INFORMATION / DISCUSSION/ ACTION ITEMS	
IV.	<p>A. One-Stop Operator Update (Information) (Action)</p> <p>I. Napa AJCC Grand Opening</p> <p>Lisa Marie presented.</p> <p>II. Certification Status (Action) [Board Letter IV.A]</p> <p>Lisa Marie presented.</p> <p>M/S: Claudia Obera De Luna / Giovanni Flores</p> <p>Passes: 11-0</p> <p>No abstentions.</p> <p>III. Dashboard</p> <p>Lisa Marie presented. Discussion occurred.</p> <p>B. CareerPoint Success Story (Presentation) – This is a standing item at the request of the board.</p> <p>C. WIOA Service Provider Request for Proposals (Information)</p> <p>Bruce Wilson presented. Discussion occurred.</p>
BUSINESS CALENDAR	
V.	<p>OBJECTIVE 1 – Talent Attraction</p> <p><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></p> <p>No items</p> <p>OBJECTIVE 2 – Transferable Skills</p> <p><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></p> <p>A. Regional Rapid Response Program (Information) [Board Letter V.A]</p> <p>Sita Williams presented. Discussion occurred.</p> <p>OBJECTIVE 3 – Technical and Certificate Programs</p> <p><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></p> <p>B. Lake Wildfire Resilience Workforce Program (Presentation)</p> <p>Bruce Wilson presented. Discussion occurred.</p> <p>C. WANB Training Liaison Application (Information)</p> <p>Bruce Wilson presented. Discussion occurred.</p> <p>OBJECTIVE 4 – Advanced Skill Sets</p> <p><i>Focus: Long-term alignment of higher education programming to develop a sustainable highly skilled pipeline for the region's driver industries.</i></p>

	<p>No items</p> <p>OBJECTIVE 5 – Information Gap</p> <p><i>Focus: Build awareness of high-demand high-potential career pathways with industry-aligned programming in middle and high school.</i></p> <p>No items</p> <p>OBJECTIVE 6 – Starting Early</p> <p><i>Focus: Draw students to foundational career and technical education programs by sparking interest in STEM and the world of work.</i></p> <p>No items</p>
--	---

CLOSING

VI.	<p>A. Director’s Report</p> <p>a. Prior business calendar follow-up</p> <p>b. Other</p> <p>Bruce Wilson gave updates.</p> <p>B. Member Updates</p> <p>None.</p> <p>Adjourned at 12:07pm.</p>
-----	--

CLOSE